



CITY OF ATASCADERO CITY COUNCIL

AGENDA

Tuesday, May 28, 2019

**City Hall Council Chambers, 4th floor
6500 Palma Avenue, Atascadero, California
(Entrance on Lewis Ave.)**

City Council Regular Session:

6:00 P.M.

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

PLEDGE OF ALLEGIANCE: Council Member Newsom

ROLL CALL: Mayor Moreno
Mayor Pro Tem Bourbeau
Council Member Fonzi
Council Member Funk
Council Member Newsom

APPROVAL OF AGENDA: Roll Call

Recommendation: Council:

1. Approve this agenda; and
2. Waive the reading in full of all ordinances appearing on this agenda, and the titles of the ordinances will be read aloud by the City Clerk at the first reading, after the motion and before the City Council votes.

PRESENTATIONS:

1. **Proclamation recognizing May 2019 as Foster Care Awareness Month**

A. CONSENT CALENDAR: (All items on the consent calendar are considered to be routine and non-controversial by City staff and will be approved by one motion if no member of the Council or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the Consent Calendar and will be considered in the listed sequence with an opportunity for any member of the public to address the Council concerning the item before action is taken.)

1. **City Council Draft Action Minutes – May 14, 2019 and May 15, 2019**
 - Recommendation: Council approve the May 14, 2019 and May 15, 2019 Draft City Council Meeting Minutes. [City Clerk]

2. **April 2019 Accounts Payable and Payroll**
 - Fiscal Impact: \$1,855,508.44
 - Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for April 2019. [Administrative Services]

3. **Atascadero Tourism Business Improvement District (ATBID) Board Appointment of Three Board Members to Fill Vacancies**
 - Fiscal Impact: None.
 - Recommendation: Council appoint to the ATBID Advisory Board, Jack Mahar for a term expiring June 30, 2020 and Jacki Dawson and Tom O'Malley for terms expiring June 30, 2021. [City Manager]

4. **Atascadero Tourism Business Improvement District (ATBID) Annual Assessment**
 - Fiscal Impact: None.
 - Recommendations: 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 11, 2019. [City Manager]

5. **Parking & Business Improvement Area (PBI) Assessment**
 - Fiscal Impact: None.
 - Recommendation: Council adopt Draft Resolution, declaring intent to levy an annual Downtown Parking and Business Improvement Area assessment, and set a public hearing for June 11, 2019. [City Manager]

6. **Adoption of Atascadero Transit's Title VI Plan 2019-2022**
 - Fiscal Impact: The City of Atascadero benefits from Federal Transit Administration capital and operating assistance funding. Federal funds could be withheld from Atascadero Transit should the City fail to submit a Title VI Plan.
 - Recommendation: Council adopt Draft Resolution approving the Title VI Plan and Limited English Proficiency Plan for Atascadero Transit services. [Public Works]

7. **Annexation of the La Plaza Mixed-Use Project into Community Facilities District 2005-1, Annexation No. 19 - 6300, 6320, 6420, 6450, 6490, and 6500 El Camino Real (Parcel Map AT 17-0088)**
 - Fiscal Impact: None.
 - Recommendation: Council adopt Draft Resolution, declaring its intention to annex territory, into Community Facilities District 2005-1 (Public Services) and to authorize the levy of special taxes therein – City of Atascadero Community Facilities District 2005-1 Annexation No. 19 (6300, 6320, 6420, 6450, 6490, and 6500 El Camino Real: Parcel Map AT 17-0088). [Community Development]

UPDATES FROM THE CITY MANAGER: (The City Manager will give an oral report on any current issues of concern to the City Council.)

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.)

B. PUBLIC HEARINGS:

1. Amendments to Fee Schedule

- 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]

C. MANAGEMENT REPORTS: None.

D. 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 Moreno

1. City Selection Committee
2. County Mayors Round Table
3. Economic Vitality Corporation, Board of Directors (EVC)
4. SLO Council of Governments (SLOCOG)
5. SLO Regional Transit Authority (RTA)

Mayor Pro Tem Bourbeau

1. City / Schools Committee
2. City of Atascadero Finance Committee
3. Integrated Waste Management Authority (IWMA)
4. SLO County Water Resources Advisory Committee (WRAC)

Council Member Fonzi

1. Air Pollution Control District
2. Atascadero Basin Ground Water Sustainability Agency (GSA)
3. City of Atascadero Design Review Committee
4. SLO Local Agency Formation Commission (LAFCo)

Council Member Funk

1. City of Atascadero Finance Committee
2. Homeless Services Oversight Council
3. League of California Cities – Council Liaison

Council Member Newsom

1. California Joint Powers Insurance Authority (CJPIA) Board
2. City / Schools Committee
3. City of Atascadero Design Review Committee
4. Visit SLO CAL Advisory Committee

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

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

F. ADJOURN

Please note: Should anyone challenge any proposed development entitlement listed on this Agenda in court, that person may be limited to raising those issues addressed at the public hearing described in this notice, or in written correspondence delivered to the City Council at or prior to this public hearing. Correspondence submitted at this public hearing will be distributed to the Council and available for review in the City Clerk's office.

City of Atascadero

WELCOME TO THE ATASCADERO CITY COUNCIL MEETING

The City Council meets in regular session on the second and fourth Tuesday of each month at 6:00 p.m. Council meetings will be held at the City Hall Council Chambers, 6500 Palma Avenue, Atascadero. Matters are considered by the Council in the order of the printed Agenda. Regular Council meetings are televised live, audio recorded and videotaped for future playback. Charter Communication customers may view the meetings on Charter Cable Channel 20 or via the City's website at www.atascadero.org. Meetings are also broadcast on radio station KPRL AM 1230. Contact the City Clerk for more information at cityclerk@atascadero.org or (805) 470-3400.

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 during City Hall business hours at the Front Counter of City Hall, 6500 Palma Avenue, Atascadero, and 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 either read into the record or referred to in their statement will be noted in the minutes and available for review in the City Clerk's office.

In compliance with the Americans with Disabilities Act, **if you need special assistance to participate in a City meeting or other services offered by this City**, please contact the City Manager's Office or the City Clerk's Office, both at (805) 470-3400. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

TO SPEAK ON SUBJECTS NOT LISTED ON THE AGENDA

Under Agenda item, "COMMUNITY FORUM", the Mayor will call for anyone from the audience having business with the Council to approach the lectern and be recognized.

1. Give your name for the record (not required)
2. State the nature of your business.
3. All comments are limited to 3 minutes.
4. All comments should be made to the Mayor and Council.
5. No person shall be permitted to make slanderous, profane or negative personal remarks concerning any other individual, absent or present

This is the time items not on the Agenda may be brought to the Council's attention. A maximum of 30 minutes will be allowed for Community Forum (unless changed by the Council). If you wish to use a computer presentation to support your comments, you must notify the City Clerk's office at least 24 hours prior to the meeting. Digital presentations must be brought to the meeting on a USB drive or CD. You are required to submit to the City Clerk a printed copy of your presentation for the record. Please check in with the City Clerk before the meeting begins to announce your presence and turn in the printed copy.

TO SPEAK ON AGENDA ITEMS (from Title 2, Chapter 1 of the Atascadero Municipal Code)

Members of the audience may speak on any item on the agenda. The Mayor will identify the subject, staff will give their report, and the Council will ask questions of staff. The Mayor will announce when the public comment period is open and will request anyone interested to address the Council regarding the matter being considered to step up to the lectern. If you wish to speak for, against or comment in any way:

1. You must approach the lectern and be recognized by the Mayor
2. Give your name (not required)
3. Make your statement
4. All comments should be made to the Mayor and Council
5. No person shall be permitted to make slanderous, profane or negative personal remarks concerning any other individual, absent or present
6. All comments limited to 3 minutes

The Mayor will announce when the public comment period is closed, and thereafter, no further public comments will be heard by the Council.



CITY OF ATASCADERO CITY COUNCIL

DRAFT MINUTES

Tuesday, May 14, 2019

City Hall Council Chambers, 4th floor
6500 Palma Avenue, Atascadero, California
(Entrance on Lewis Ave.)

City Council Regular Session:

6:00 P.M.

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

Mayor Moreno called the meeting to order at 6:03 p.m. and Mayor Pro Tem Bourbeau led the Pledge of Allegiance.

ROLL CALL:

Present: Council Members Fonzi, Funk, Newsom, Mayor Pro Tem Bourbeau and Mayor Moreno

Absent: None

Staff Present: City Manager Rachele Rickard, Administrative Services Director Jeri Rangel, Public Works Director Nick DeBar, Police Lieutenant Robert Molle, Community Development Director Phil Dunsmore, Fire Chief Casey Bryson, City Attorney Brian Pierik and Deputy City Manager/City Clerk Lara Christensen.

APPROVAL OF AGENDA:

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Fonzi to:

1. Approve this agenda; and,
2. Waive the reading in full of all ordinances appearing on this agenda, and the titles of the ordinances will be read aloud by the City Clerk at the first reading, after the motion and before the City Council votes.

Motion passed 5:0 by a roll-call vote.

PRESENTATIONS: None

A. CONSENT CALENDAR:

1. City Council Draft Action Minutes – April 23, 2019

- Recommendation: Council approve the April 23, 2019 Draft City Council Meeting Minutes. [City Clerk]

2. March 2019 Investment Report

- Fiscal Impact: None.
- Recommendation: Council receive and file the City Treasurer's report for quarter ending March 2019. [Administrative Services]

3. Title 9 and Title 11 Planning and Zoning Text Amendments - Annual Code Update (ZCH19-0023)

- Fiscal Impact: Potential savings of staff time.
- Recommendation: Council adopt on second reading, by title only, the Draft Ordinance amending the Atascadero Municipal Code, Title 9 Planning & Zoning, Section 9-1.110 Public hearings, Section 9-3.330 Nonresidential district allowable land uses, Sections 9-3.340 through 9-3.345 and 9-3.348 through 9-3.349 Property development standards, Section 9-6.112 Farm animal raising, Section 9-6.174 Seasonal or temporary sales, Section 9-12.104 Required approvals and Title 11 Subdivisions, Section 11-4.06 Noticing of planning commission hearing on tentative map and determining this Ordinance is exempt from review under the California Environmental Quality Act. [Community Development]

4. Second Amendment to Agreement for City Attorney Legal Services

- Fiscal Impact: None.
- Recommendation: Council approve Second Amendment to Agreement for Legal Services with Burke, Williams & Sorensen for City Attorney Services. [City Manager]

5. Adoption of Atascadero Transit's Title VI Plan 2019-2022

- Fiscal Impact: The City of Atascadero benefits from Federal Transit Administration capital and operating assistance funding. Federal funds could be withheld from Atascadero Transit should the City fail to submit a Title VI Plan.
- Recommendation: Council adopt Atascadero Transit's Title VI Plan for 2019-2022. [Public Works]

6. Apple Valley Assessment Districts

- Fiscal Impact: Annual assessments for 2019/2020 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.
- Recommendations: 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 2019/2020.

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 2019/2020, 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 2019/2020 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 2019/2020.
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 2019/2020. [Administrative Services]

7. De Anza Estates Assessment Districts

- Fiscal Impact: Annual assessments for 2019/2020 will total \$30,562 for road/drainage system maintenance and \$15,875 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 2019/2020 for half of the maintenance costs of the trails and open space.
- Recommendations: 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 2019/2020.
 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 2019/2020, 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 2019/2020 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 2019/2020.
 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 2019/2020. [Administrative Services]

8. Las Lomas (Woodridge) Assessment Districts

- Fiscal Impact: Annual assessments for 2019/2020 will total \$90,383 for road/drainage system maintenance and \$64,890 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 \$1,850 for the fiscal year 2019/2020 for 25% of the maintenance costs of the trails and open space.
- Recommendations: 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 (Woodridge) for fiscal year 2019/2020.
 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 (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 (Woodridge) in fiscal year 2019/2020, 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 (Woodridge) for fiscal year 2019/2020 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 (Woodridge) for fiscal year 2019/2020.
 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 (Woodridge) for fiscal year 2019/2020. [Administrative Services]

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Fonzi to approve the Consent Calendar. (#A-3: Ordinance No. 620) (#A-4: Contract No. 2007-029-A-2) (#A-6: Resolution Nos. 2019-015, 2019-016, 2019-017, 2019-018, 2019-019 and 2019-020) (#A-7: Resolution Nos. 2019-021, 2019-022, 2019-023, 2019-024, 2019-025 and 2019-026) (#A-8: Resolution Nos. 2019-027, 2019-028, 2019-029, 2019-030, 2019-031 and 2019-032)
Motion passed 5:0 by a roll-call vote.

UPDATES FROM THE CITY MANAGER:

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

COMMUNITY FORUM:

The following citizens spoke during Community Forum: None.

Mayor Moreno closed the COMMUNITY FORUM period.

B. PUBLIC HEARINGS:

1. Weed Abatement – Hearing of Objections

- Ex-Parte Communications:
- Fiscal Impact: None. Costs of the weed abatement program are recovered through the assessments charged to non-compliant parcels that must be abated by the City Contractor. Those property owners who comply with the Municipal Code are not assessed or charged.
- Recommendations: 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 Department]

Ex Parte Communications

Council Member Funk reported speaking with a resident concerned with being able to hire a contractor to do the abatement in time for the June 1st deadline. The remainder of the Council Members reported having no communications on this item.

Fire Chief Bryson gave the staff report and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Fonzi to:

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.

Motion passed 5:0 by a roll-call vote.

C. MANAGEMENT REPORTS:

1. Amendment to the Contract Between the City Council of the City of Atascadero and the Board of Administration of the California Public Employees' Retirement System (CalPERS)

- Fiscal Impact: None.
- Recommendation: Council adopt on second reading, by title only, the Draft Ordinance authorizing the Mayor to execute an amendment to the contract between the City Council of the City of Atascadero and the Board of Administration of the California Public Employees' Retirement System.
[Administrative Services]

Deputy City Manager Christensen gave the staff report and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Funk to adopt on second reading, by title only, the Draft Ordinance authorizing the Mayor to execute an amendment to the contract between the City Council of the City of Atascadero and the Board of Administration of the California Public Employees' Retirement System.

Deputy City Manager/City Clerk Christensen read the title of the Ordinance:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, TO APPROVE AN AMENDMENT TO CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM AND THE CITY COUNCIL OF THE CITY OF ATASCADERO.

Motion passed 5:0 by a roll-call vote. (Ordinance No. 621)

2. Wastewater Rate Study and Proposed Sewer Service Rate Increases

- **Fiscal Impact:** Approving staff recommendations has the potential to generate an estimated \$350,000 in additional revenue from sewer service charges collected in FY19/20. The recommendations will also approve additional total expenditures of up to \$20,000 related to the Proposition 218 majority protest process (\$5,000) and wastewater rate study professional services and support activities (\$15,000) from the Wastewater fund in the current fiscal year.
- **Recommendations: Council:**
 1. Receive and file report on Wastewater Rate Study.
 2. Adopt Draft Resolution establishing procedures for the submission and tabulation of protests in connection with rate hearings conducted pursuant to the requirements of Proposition 218.
 3. Direct staff to administer the Proposition 218 majority protest process and send out notice of the proposed increases to all property owners connected to the municipal sanitary sewer system.
 4. Set a Public Hearing on July 9, 2019 for the City Council's consideration of the proposed wastewater rate increases.
 5. Approve a budget amendment and authorize the Director of Administrative Services to appropriate \$5,000 from the Wastewater Fund for costs related to the Proposition 218 majority protest process.
 6. Approve a budget amendment and authorize the Director of Administrative Services to appropriate an additional \$15,000 from the Wastewater Fund to professional services related to wastewater rate study and support activities. [Public Works]

Public Works Director DeBar gave the staff report and answered questions from the Council. Clayton Tuckfield, Tuckfield & Associates, presented the Wastewater Rate Study to the Council and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: Mike Shaw

Mayor Moreno closed the Public Comment period.

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Fonzi to:

- 1. Receive and file report on Wastewater Rate Study.**
- 2. Adopt Draft Resolution establishing procedures for the submission and tabulation of protests in connection with rate hearings conducted pursuant to the requirements of Proposition 218.**
- 3. Direct staff to administer the Proposition 218 majority protest process and send out notice of the proposed increases to all property owners connected to the municipal sanitary sewer system.**
- 4. Set a Public Hearing on July 9, 2019 for the City Council's consideration of the proposed wastewater rate increases.**
- 5. Approve a budget amendment and authorize the Director of Administrative Services to appropriate \$5,000 from the Wastewater Fund for costs related to the Proposition 218 majority protest process.**
- 6. Approve a budget amendment and authorize the Director of Administrative Services to appropriate an additional \$15,000 from the Wastewater Fund to professional services related to wastewater rate study and support activities.**

Motion passed 5:0 by a roll-call vote. (Resolution No. 2019-033)

D. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:

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

Mayor Moreno

1. County Mayors Round Table

Mayor Pro Tem Bourbeau

1. City / Schools Committee
2. City of Atascadero Finance Committee
3. Integrated Waste Management Authority (IWMA)

Council Member Funk

1. Homeless Services Oversight Council

Council Member Newsom

1. Visit SLO CAL Advisory Committee

E. INDIVIDUAL DETERMINATION AND / OR ACTION: None

F. ADJOURN

Mayor Moreno adjourned the meeting at 7:32 p.m.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

APPROVED:

SPECIAL MEETING

ATASCADERO CITY COUNCIL

Wednesday, May 15, 2016, 6:00 P.M.

City Hall Council Chambers, 4th floor
6500 Palma Avenue, Atascadero, California
(Entrance on Lewis Ave.)

DRAFT MINUTES

CALL TO ORDER: 6:00 P.M.

Mayor Moreno called the meeting to order at 6:04 p.m. and led the Pledge of Allegiance.

ROLL CALL:

Present: Council Members Fonzi, Funk, Newsom, Mayor Pro Tem Bourbeau and Mayor Moreno

Absent: None

Staff Present: City Manager Rachelle Rickard, Administrative Services Director Jeri Rangel, Public Works Director Nick DeBar, Police Chief Jerel Haley, Community Development Director Phil Dunsmore, Fire Chief Casey Bryson, City Attorney Brian Pierik and Deputy City Manager/City Clerk Lara Christensen.

Strategic Planning 2019-2021 Council Goals and Action Plan

- **Fiscal Impact:** The two-year budget is based on the goals developed through the strategic planning process. While there is no direct impact as a result of the approval of this work plan, future budgets are based on these goals, and specific projects may require the expenditure of funds or additional resources.
- **Recommendations:** Council:
 1. Review, discuss, amend and provide feedback on 2019-2021 City of Atascadero Draft Action Plan.
 2. Discuss Other Council Topics raised during the Strategic Planning Workshop if time permits. [City Manager]

City Manager Rickard reported this was a follow-up to the Strategic Planning Workshop held in January and led the Council and staff through discussions of the 2019-2021 City of Atascadero Draft Action Plan.

***Mayor Moreno recessed the meeting at 8:09 p.m.
Mayor Moreno reconvened the meeting at 8:19 p.m. with all present.***

Council and staff continued to review and discuss the Draft Action Plan.

***Mayor Moreno recessed the meeting at 9:20 p.m.
Mayor Moreno reconvened the meeting at 9:32 p.m. with all present.***

Council and staff continued to review and discuss the Draft Action Plan.

Following discussion on the Draft Action Plan, City Manager Rickard noted that the 2019-2021 City of Atascadero Draft Action Plan would be finalized based on the feedback provide by the City Council and be brought back for review and approval at a future meeting.

ADJOURNMENT:

Mayor Moreno adjourned the meeting at 10:55 p.m. to the next Regular Session on Tuesday, May 28, 2019.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

APPROVED:



Atascadero City Council
Staff Report - Administrative Services Department

April 2019 Accounts Payable and Payroll

RECOMMENDATION:

Council approve certified City accounts payable, payroll and payroll vendor checks for April 2019.

DISCUSSION:

Attached for City Council review and approval are the following:

Payroll

Dated 4/4/19	Checks # 34321 - 34344	\$ 12,526.53
	Direct Deposits	269,981.93
Dated 4/18/19	Checks # 34345 - 34364	12,005.33
	Direct Deposits	266,287.61

Accounts Payable

Dated 4/1/19 - 4/30/19	Checks # 160074 - 160361 & EFTs 3273 - 3298	<u>1,294,707.04</u>
	TOTAL AMOUNT	<u><u>\$ 1,855,508.44</u></u>

FISCAL IMPACT:

Total expenditures for all funds is \$ 1,855,508.44

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

ATTACHMENT:

April 2019 Eden Warrant Register in the amount of \$ 1,294,707.04

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 05/28/19
ATTACHMENT: 1

For the Month of April 2019

Check Number	Check Date	Vendor	Description	Amount
160074	04/01/2019	ANTHEM BLUE CROSS HEALTH	Payroll Vendor Payment	168,980.14
160075	04/01/2019	LINCOLN NATIONAL LIFE INS CO	Payroll Vendor Payment	1,562.97
160076	04/01/2019	MEDICAL EYE SERVICES	Payroll Vendor Payment	1,723.46
160077	04/01/2019	PREFERRED BENEFITS INSURANCE	Payroll Vendor Payment	8,683.70
160078	04/04/2019	FRANCHISE TAX BOARD	Accounts Payable Check	202.50
160079	04/04/2019	WCJ PROPERTY SERVICES	Accounts Payable Check	607.50
160080	04/04/2019	WEX BANK - 76 UNIVERSL	Accounts Payable Check	9,702.59
160081	04/04/2019	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	5,429.14
160082	04/04/2019	ATASCADERO MID MGRS ORG UNION	Payroll Vendor Payment	80.00
160083	04/04/2019	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	1,209.75
160084	04/04/2019	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	948.60
160085	04/04/2019	MASS MUTUAL WORKPLACE SOLUTION	Payroll Vendor Payment	6,260.50
160086	04/04/2019	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	566.11
160087	04/04/2019	NAVIA BENEFIT SOLUTIONS	Payroll Vendor Payment	1,730.18
160088	04/04/2019	SEIU LOCAL 620	Payroll Vendor Payment	831.31
160089	04/04/2019	VANTAGEPOINT TRNSFR AGT 106099	Payroll Vendor Payment	349.12
160090	04/04/2019	VANTAGEPOINT TRNSFR AGT 304633	Payroll Vendor Payment	4,376.05
160091	04/04/2019	VANTAGEPOINT TRNSFR AGT 706276	Payroll Vendor Payment	60.00
3273	04/05/2019	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	8,134.61
3274	04/05/2019	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	209.54
3275	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	21,667.70
3276	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	33,104.68
3277	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	1,459.67
3278	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	1,784.06
3279	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,669.60
3280	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,945.18
3281	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	4,648.42
3282	04/05/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	10,003.04
3283	04/09/2019	RABOBANK, N.A.	Payroll Vendor Payment	45,543.11
3284	04/09/2019	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	12,952.18
3285	04/09/2019	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	1,999.62
160092	04/12/2019	A & R CONSTRUCTION	Accounts Payable Check	8,147.00
160093	04/12/2019	MICHAEL AHART	Accounts Payable Check	6.48
160094	04/12/2019	ALAMEDA ELECTRICAL DISTRIBUTOR	Accounts Payable Check	94.82
160095	04/12/2019	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	314.00
160096	04/12/2019	AMERICAN WEST TIRE & AUTO INC	Accounts Payable Check	397.01
160097	04/12/2019	AT&T	Accounts Payable Check	289.03
160098	04/12/2019	ATASCADERO HAY & FEED	Accounts Payable Check	1,457.50
160099	04/12/2019	ATASCADERO PICKLEBALL CLUB,INC	Accounts Payable Check	233.70
160100	04/12/2019	ATASCADERO YOUTH FOOTBALL	Accounts Payable Check	1,137.00

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160101	04/12/2019	ATM ADVANTAGE PLUS	Accounts Payable Check	125.00
160102	04/12/2019	DYLAN T. AZEVEDO	Accounts Payable Check	414.00
160103	04/12/2019	BASSETT'S CRICKET RANCH, INC.	Accounts Payable Check	191.28
160104	04/12/2019	BEAR MARKET RIOT, LLC	Accounts Payable Check	450.00
160105	04/12/2019	KEITH R. BERGHER	Accounts Payable Check	517.50
160106	04/12/2019	BERRY MAN, INC.	Accounts Payable Check	527.05
160107	04/12/2019	C3 CONSTRUCTION & DEVELOPMENT	Accounts Payable Check	3,843.31
160108	04/12/2019	CA BUILDING STANDARDS COMM.	Accounts Payable Check	141.30
160109	04/12/2019	CA DEPT OF TAX AND FEE ADMIN.	Accounts Payable Check	2,416.00
160110	04/12/2019	CALPORTLAND COMPANY	Accounts Payable Check	1,599.36
160111	04/12/2019	CARQUEST OF ATASCADERO	Accounts Payable Check	101.14
160112	04/12/2019	CHARTER COMMUNICATIONS	Accounts Payable Check	1,804.40
160113	04/12/2019	CINDY CHAVEZ	Accounts Payable Check	32.48
160114	04/12/2019	LARA CHRISTENSEN	Accounts Payable Check	57.42
160115	04/12/2019	KATHLEEN J. CINOWALT	Accounts Payable Check	112.00
160116	04/12/2019	CITY OF ATASCADERO	Accounts Payable Check	795.50
160117	04/12/2019	COAST LINE DISTRIBUTING	Accounts Payable Check	293.95
160118	04/12/2019	COBAN TECHNOLOGIES, INC.	Accounts Payable Check	521.04
160119	04/12/2019	COMPETITIVE EDGE DISTRIBUTING	Accounts Payable Check	687.96
160120	04/12/2019	COPWARE, INC.	Accounts Payable Check	840.00
160121	04/12/2019	MIGUEL A. CORDERO	Accounts Payable Check	100.00
160122	04/12/2019	CRYSTAL SPRINGS WATER	Accounts Payable Check	108.48
160123	04/12/2019	CUESTA POLYGRAPH	Accounts Payable Check	500.00
160124	04/12/2019	CULLIGAN/CENTRAL COAST WTR TRT	Accounts Payable Check	70.00
160125	04/12/2019	GREG C. CUNNINGHAM	Accounts Payable Check	275.00
160126	04/12/2019	DARRYL'S LOCK AND SAFE	Accounts Payable Check	85.00
160127	04/12/2019	SHARON J. DAVIS	Accounts Payable Check	227.50
160128	04/12/2019	NICHOLAS DEBAR	Accounts Payable Check	300.00
160129	04/12/2019	DEEP BLUE INTEGRATION, INC.	Accounts Payable Check	230.00
160130	04/12/2019	DEPARTMENT OF CONSERVATION	Accounts Payable Check	592.71
160131	04/12/2019	DESTINATION TRAVEL NETWORK	Accounts Payable Check	190.00
160132	04/12/2019	DIVISION OF STATE ARCHITECT	Accounts Payable Check	679.50
160133	04/12/2019	DOCUTEAM	Accounts Payable Check	138.96
160134	04/12/2019	PHILIP DUNSMORE	Accounts Payable Check	300.00
160135	04/12/2019	ED'S FLYMEAT LLC	Accounts Payable Check	46.95
160136	04/12/2019	ESCUELA DEL RIO	Accounts Payable Check	780.00
160137	04/12/2019	FAILSAFE TESTING, LLC	Accounts Payable Check	700.00
160138	04/12/2019	FARM SUPPLY COMPANY	Accounts Payable Check	21.43
160139	04/12/2019	FEDEX	Accounts Payable Check	403.73
160140	04/12/2019	FEDEX OFFICE	Accounts Payable Check	271.13

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160141	04/12/2019	FERRELL'S AUTO REPAIR	Accounts Payable Check	247.50
160142	04/12/2019	FOOD FOR LESS	Accounts Payable Check	147.17
160143	04/12/2019	ALAN W. & CAROL M. FOSS	Accounts Payable Check	344.07
160144	04/12/2019	GAMETIME	Accounts Payable Check	209,625.12
160145	04/12/2019	GAS COMPANY	Accounts Payable Check	814.51
160146	04/12/2019	GEM AUTO PARTS	Accounts Payable Check	42.63
160147	04/12/2019	BRADLEY A. HACKLEMAN	Accounts Payable Check	384.00
160148	04/12/2019	HAMNER, JEWELL & ASSOCIATES	Accounts Payable Check	4,262.77
160149	04/12/2019	HANLEY AND FLEISHMAN, LLP	Accounts Payable Check	1,572.50
160150	04/12/2019	HEALTHY FIREFIGHTERS USA, INC.	Accounts Payable Check	4,170.00
160151	04/12/2019	HELIXSTORM, INC.	Accounts Payable Check	1,188.00
160152	04/12/2019	HINDERLITER, DE LLAMAS	Accounts Payable Check	300.00
160153	04/12/2019	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	1,625.88
160154	04/12/2019	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	89.16
160155	04/12/2019	J. CARROLL CORPORATION	Accounts Payable Check	224.23
160156	04/12/2019	JK'S UNLIMITED	Accounts Payable Check	9,971.50
160157	04/12/2019	JOE A. GONSALVES & SON	Accounts Payable Check	3,000.00
160158	04/12/2019	JOURNAL PLUS MAGAZINE	Accounts Payable Check	1,000.00
160159	04/12/2019	LAYNE LABORATORIES, INC.	Accounts Payable Check	1,161.01
160160	04/12/2019	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	226.79
160161	04/12/2019	LENHARDT ENGINEERING, INC.	Accounts Payable Check	746.55
160162	04/12/2019	LERNO CONSTRUCTION, INC.	Accounts Payable Check	12.05
160163	04/12/2019	MARJORIE LORENZ	Accounts Payable Check	40.25
160164	04/12/2019	BECKY MAXWELL	Accounts Payable Check	51.97
160165	04/12/2019	MBS LAND SURVEYS	Accounts Payable Check	3,500.00
160166	04/12/2019	MEDPOST URGENT CARE-ATASCADERO	Accounts Payable Check	240.00
160167	04/12/2019	LEVI K. MEEKS	Accounts Payable Check	78.00
160168	04/12/2019	MID-COAST MOWER & SAW, INC.	Accounts Payable Check	83.74
160169	04/12/2019	MINER'S ACE HARDWARE	Accounts Payable Check	381.75
160170	04/12/2019	MISSION UNIFORM SERVICE	Accounts Payable Check	254.62
160171	04/12/2019	RICKY D. MONTIJO	Accounts Payable Check	300.00
160172	04/12/2019	MV TRANSPORTATION, INC.	Accounts Payable Check	12,264.63
160173	04/12/2019	MWI ANIMAL HEALTH	Accounts Payable Check	53.25
160174	04/12/2019	NBS	Accounts Payable Check	6,665.40
160175	04/12/2019	NORTH COAST ENGINEERING INC.	Accounts Payable Check	3,226.46
160176	04/12/2019	NUTRIEN AG SOLUTIONS, INC.	Accounts Payable Check	2,118.71
160177	04/12/2019	OFFICE DEPOT INC.	Accounts Payable Check	317.24
160178	04/12/2019	O'REILLY AUTOMOTIVE, INC.	Accounts Payable Check	87.19
160179	04/12/2019	RON OVERACKER	Accounts Payable Check	567.00
160181	04/12/2019	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	26,968.62

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160182	04/12/2019	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	2,500.00
160183	04/12/2019	PASO ROBLES ICE COMPANY	Accounts Payable Check	603.25
160184	04/12/2019	JUSTIN L. PETERSON	Accounts Payable Check	46.00
160185	04/12/2019	PRAXAIR DISTRIBUTION, INC.	Accounts Payable Check	46.85
160186	04/12/2019	PROCARE JANITORIAL SUPPLY,INC.	Accounts Payable Check	1,107.62
160187	04/12/2019	PROSOUND BUSINESS MEDIA, INC.	Accounts Payable Check	99.00
160188	04/12/2019	QUINCY ENGINEERING, INC.	Accounts Payable Check	9,619.39
160189	04/12/2019	SHIRLEY L. RADCLIFF-BRUTON	Accounts Payable Check	523.20
160190	04/12/2019	RAINBOW MEALWORMS,INC.	Accounts Payable Check	163.23
160191	04/12/2019	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	7,878.17
160192	04/12/2019	JERI RANGEL	Accounts Payable Check	300.00
160193	04/12/2019	RICK ENGINEERING COMPANY	Accounts Payable Check	8,027.45
160194	04/12/2019	RACHELLE RICKARD	Accounts Payable Check	500.00
160195	04/12/2019	MICHELLE R. ROGERS	Accounts Payable Check	388.50
160196	04/12/2019	SAN LUIS POWERHOUSE, INC.	Accounts Payable Check	810.00
160197	04/12/2019	THE SHERWIN-WILLIAMS COMPANY	Accounts Payable Check	22.66
160198	04/12/2019	JOHN C. SIEMENS	Accounts Payable Check	143.50
160199	04/12/2019	SITEIMPROVE, INC.	Accounts Payable Check	4,000.00
160200	04/12/2019	SLO CO AIR POLLUTION CTRL DIST	Accounts Payable Check	406.70
160201	04/12/2019	GENE S. SMITH	Accounts Payable Check	13.38
160202	04/12/2019	SPEAKWRITE, LLC.	Accounts Payable Check	533.29
160203	04/12/2019	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	535.92
160204	04/12/2019	STANLEY CONVERGENT SECURITY	Accounts Payable Check	333.84
160205	04/12/2019	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	2,285.00
160206	04/12/2019	TURF STAR, INC.	Accounts Payable Check	123.25
160211	04/12/2019	U.S. BANK	Accounts Payable Check	25,783.31
160212	04/12/2019	U.S. POSTMASTER	Accounts Payable Check	800.00
160213	04/12/2019	ULTREX BUSINESS PRODUCTS	Accounts Payable Check	91.44
160214	04/12/2019	IWINA M. VAN BEEK	Accounts Payable Check	460.00
160215	04/12/2019	THOMAS F. VELASQUEZ	Accounts Payable Check	50.00
160216	04/12/2019	VERDIN	Accounts Payable Check	18,348.74
160217	04/12/2019	VERIZON WIRELESS	Accounts Payable Check	2,224.37
160218	04/12/2019	VISITOR TELEVISION LLC	Accounts Payable Check	640.00
160219	04/12/2019	VITCO FOODS	Accounts Payable Check	411.56
160220	04/12/2019	WALLACE GROUP	Accounts Payable Check	28,264.25
160221	04/12/2019	WISHPETS CO.	Accounts Payable Check	177.15
160222	04/12/2019	KAREN B. WYKE	Accounts Payable Check	567.90
3286	04/18/2019	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	10,288.02
160223	04/18/2019	BRANDON ALLBRIGHT	Accounts Payable Check	250.00
160224	04/18/2019	VOID	Accounts Payable Check	0.00

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160225	04/18/2019	TRAVIS STITZEL	Accounts Payable Check	115.00
160226	04/18/2019	HANNAH VAN DEN EIKHOF	Accounts Payable Check	160.00
160227	04/18/2019	ATASCADERO MID MGRS ORG UNION	Payroll Vendor Payment	80.00
160228	04/18/2019	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	1,209.75
160229	04/18/2019	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	948.60
160230	04/18/2019	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	5,773.00
160231	04/18/2019	ICMA-RC	Payroll Vendor Payment	125.00
160232	04/18/2019	MASS MUTUAL WORKPLACE SOLUTION	Payroll Vendor Payment	6,210.50
160233	04/18/2019	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	490.09
160234	04/18/2019	NAVIA BENEFIT SOLUTIONS	Payroll Vendor Payment	1,730.18
160235	04/18/2019	SEIU LOCAL 620	Payroll Vendor Payment	843.59
160236	04/18/2019	VANTAGEPOINT TRNSFR AGT 106099	Payroll Vendor Payment	349.12
160237	04/18/2019	VANTAGEPOINT TRNSFR AGT 304633	Payroll Vendor Payment	4,326.05
160238	04/18/2019	VANTAGEPOINT TRNSFR AGT 706276	Payroll Vendor Payment	60.00
3287	04/19/2019	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	209.54
3288	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	21,873.21
3289	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	33,665.77
3290	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	1,572.27
3291	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	1,784.06
3292	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,651.08
3293	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	3,020.56
3294	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	5,226.53
3295	04/19/2019	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	10,047.57
3296	04/23/2019	RABOBANK, N.A.	Payroll Vendor Payment	44,977.94
3297	04/23/2019	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	12,771.11
3298	04/23/2019	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	2,033.40
160239	04/26/2019	29TONIGHT, CO.	Accounts Payable Check	311.00
160240	04/26/2019	4LEAF, INC.	Accounts Payable Check	4,233.68
160241	04/26/2019	AGP VIDEO, INC.	Accounts Payable Check	2,480.00
160242	04/26/2019	AIRFLOW FILTER SERVICE, INC.	Accounts Payable Check	51.59
160243	04/26/2019	ALL SIGNS AND GRAPHICS	Accounts Payable Check	439.62
160244	04/26/2019	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	173.00
160245	04/26/2019	ALTHOUSE & MEADE, INC.	Accounts Payable Check	407.50
160246	04/26/2019	AMERICAN MARBORG	Accounts Payable Check	115.61
160247	04/26/2019	AMERICAN WEST TIRE & AUTO INC	Accounts Payable Check	20.00
160249	04/26/2019	AT&T	Accounts Payable Check	866.12
160250	04/26/2019	AT&T	Accounts Payable Check	988.33
160251	04/26/2019	ATASCADERO NEWS	Accounts Payable Check	804.00
160252	04/26/2019	ATASCADERO UNIFIED SCHOOL DIST	Accounts Payable Check	3,600.00
160253	04/26/2019	AURORA WORLD, INC.	Accounts Payable Check	361.88

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160254	04/26/2019	DYLAN T. AZEVEDO	Accounts Payable Check	138.00
160255	04/26/2019	BAY LAUREL NURSERY	Accounts Payable Check	646.50
160256	04/26/2019	CA CODE CHECK, INC.	Accounts Payable Check	6,146.25
160257	04/26/2019	CALPORTLAND COMPANY	Accounts Payable Check	804.22
160258	04/26/2019	CARQUEST OF ATASCADERO	Accounts Payable Check	194.43
160259	04/26/2019	CENTRAL CA ASA	Accounts Payable Check	675.00
160260	04/26/2019	CHARTER COMMUNICATIONS	Accounts Payable Check	4,272.06
160261	04/26/2019	CIO SOLUTIONS, LP	Accounts Payable Check	1,600.00
160262	04/26/2019	COAST LINE DISTRIBUTING	Accounts Payable Check	268.32
160263	04/26/2019	COASTAL REPROGRAPHIC SERVICES	Accounts Payable Check	215.28
160264	04/26/2019	COSSIO INSURANCE AGENCY	Accounts Payable Check	4,475.73
160265	04/26/2019	CREWSENSE, LLC	Accounts Payable Check	289.45
160266	04/26/2019	CRYSTAL SPRINGS WATER	Accounts Payable Check	220.76
160267	04/26/2019	GREG C. CUNNINGHAM	Accounts Payable Check	175.00
160268	04/26/2019	DAIKIN APPLIED	Accounts Payable Check	3,358.53
160269	04/26/2019	DELTA LIQUID ENERGY	Accounts Payable Check	753.57
160270	04/26/2019	DEPARTMENT OF JUSTICE	Accounts Payable Check	965.00
160271	04/26/2019	DICOM SOLUTIONS	Accounts Payable Check	7,488.63
160272	04/26/2019	ASHLEY DONOVAN	Accounts Payable Check	192.56
160273	04/26/2019	DRIVE CUSTOMS	Accounts Payable Check	3,648.95
160274	04/26/2019	ECS IMAGING, INC.	Accounts Payable Check	6,269.36
160275	04/26/2019	EL CAMINO BUILDING SUPPLY	Accounts Payable Check	22.55
160276	04/26/2019	ESCUELA DEL RIO	Accounts Payable Check	40.00
160277	04/26/2019	FGL ENVIRONMENTAL	Accounts Payable Check	509.00
160278	04/26/2019	FIESTA MAHAR MANUFACTURNG CORP	Accounts Payable Check	62.15
160279	04/26/2019	GAS COMPANY	Accounts Payable Check	571.66
160280	04/26/2019	GOVERNMENT FINANCE OFFICERS AS	Accounts Payable Check	225.00
160281	04/26/2019	SCOTT GROOMER	Accounts Payable Check	450.00
160282	04/26/2019	JEREL HALEY	Accounts Payable Check	380.48
160283	04/26/2019	HAMNER, JEWELL & ASSOCIATES	Accounts Payable Check	1,398.40
160284	04/26/2019	HART IMPRESSIONS PRINTING	Accounts Payable Check	193.96
160285	04/26/2019	CAROL HASS	Accounts Payable Check	5.25
160286	04/26/2019	PAM HILLEBRANDT	Accounts Payable Check	25.00
160287	04/26/2019	HOST COMPLIANCE, LLC	Accounts Payable Check	3,907.00
160288	04/26/2019	EVELYN R. INGRAM	Accounts Payable Check	313.85
160289	04/26/2019	J. CARROLL CORPORATION	Accounts Payable Check	129.30
160290	04/26/2019	K PENCE CONSULTING	Accounts Payable Check	861.00
160291	04/26/2019	KEY TERMITE & PEST CONTROL,INC	Accounts Payable Check	305.00
160292	04/26/2019	DENISE R. KNEESKERN	Accounts Payable Check	138.00
160293	04/26/2019	KPRL 1230 AM	Accounts Payable Check	320.00

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160294	04/26/2019	KSBY COMMUNICATIONS, LLC	Accounts Payable Check	1,010.00
160295	04/26/2019	COLETTE LAYTON	Accounts Payable Check	743.80
160296	04/26/2019	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	1,708.00
160297	04/26/2019	LIFE ASSIST, INC.	Accounts Payable Check	1,184.96
160298	04/26/2019	CRAIG C. LOWRIE	Accounts Payable Check	325.00
160299	04/26/2019	MADRONE LANDSCAPES, INC.	Accounts Payable Check	594.00
160300	04/26/2019	EVELYN MAZON	Accounts Payable Check	252.00
160301	04/26/2019	MBS LAND SURVEYS	Accounts Payable Check	6,966.45
160302	04/26/2019	SAMUEL HENRY MCMILLAN, JR.	Accounts Payable Check	175.00
160303	04/26/2019	SAMUEL H. MCMILLAN, SR.	Accounts Payable Check	50.00
160304	04/26/2019	MEDINA LIGHT SHOW DESIGNS	Accounts Payable Check	500.00
160305	04/26/2019	MEDPOST URGENT CARE-PASO ROBLE	Accounts Payable Check	255.00
160306	04/26/2019	MICHAEL K. NUNLEY & ASSC, INC.	Accounts Payable Check	1,429.80
160307	04/26/2019	MID-COAST MOWER & SAW, INC.	Accounts Payable Check	37.48
160308	04/26/2019	MINER'S ACE HARDWARE	Accounts Payable Check	143.40
160309	04/26/2019	MISSION UNIFORM SERVICE	Accounts Payable Check	389.32
160310	04/26/2019	MONSOON CONSULTANTS	Accounts Payable Check	19,230.00
160311	04/26/2019	MUFG UNION BANK, N.A.	Accounts Payable Check	2,656.00
160312	04/26/2019	NASSAU-SOSNICK DISTRIBUTION CO	Accounts Payable Check	440.16
160313	04/26/2019	PAUL NETZ	Accounts Payable Check	250.00
160314	04/26/2019	NEW TIMES	Accounts Payable Check	523.00
160315	04/26/2019	OFFICE DEPOT INC.	Accounts Payable Check	2,141.37
160316	04/26/2019	O'REILLY AUTOMOTIVE, INC.	Accounts Payable Check	94.01
160317	04/26/2019	ORLICK'S ROOFING	Accounts Payable Check	450.00
160318	04/26/2019	PACIFIC CNTRL COAST HLTH CTRS	Accounts Payable Check	170.00
160319	04/26/2019	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	19,161.09
160320	04/26/2019	PADRE ASSOCIATES, INC.	Accounts Payable Check	285.00
160321	04/26/2019	MARTIN E. PARIS	Accounts Payable Check	175.00
160322	04/26/2019	PASO ROBLES SAFE & LOCK, INC.	Accounts Payable Check	264.56
160323	04/26/2019	CASEY J. PATTERSON	Accounts Payable Check	1,147.50
160324	04/26/2019	PAVEMENT ENGINEERING, INC.	Accounts Payable Check	11,908.75
160325	04/26/2019	PERRY'S PARCEL & GIFT	Accounts Payable Check	31.70
160326	04/26/2019	JUSTIN L. PETERSON	Accounts Payable Check	138.00
160327	04/26/2019	PETTY CASH-FIRE DEPARTMENT	Accounts Payable Check	81.49
160328	04/26/2019	PLACEWORKS, INC.	Accounts Payable Check	2,222.75
160329	04/26/2019	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	920.76
160330	04/26/2019	RAMINHA CONSTRUCTION, INC.	Accounts Payable Check	7,500.00
160331	04/26/2019	S. CHAVES CONSTRUCTION, INC.	Accounts Payable Check	49,985.00
160332	04/26/2019	SAN LUIS POWERHOUSE, INC.	Accounts Payable Check	647.16
160333	04/26/2019	OSCAR CIRO SANCHEZ	Accounts Payable Check	493.00

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 05/28/19
ATTACHMENT: 1

For the Month of April 2019

Check Number	Check Date	Vendor	Description	Amount
160334	04/26/2019	SERVPRO OF SLO & ATASCADERO	Accounts Payable Check	650.00
160335	04/26/2019	THE SHERWIN-WILLIAMS COMPANY	Accounts Payable Check	54.09
160336	04/26/2019	SLO COUNTY SHERIFF'S OFFICE	Accounts Payable Check	106.00
160337	04/26/2019	RYAN SLOAN	Accounts Payable Check	281.00
160338	04/26/2019	SMART AND FINAL	Accounts Payable Check	77.15
160339	04/26/2019	CHRIS SMITH	Accounts Payable Check	26.25
160340	04/26/2019	MARY P. SMITH	Accounts Payable Check	3,729.60
160341	04/26/2019	SOUTH COAST EMERGENCY VEH SVC	Accounts Payable Check	1,305.96
160342	04/26/2019	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	60,708.64
160343	04/26/2019	BRUCE ST. JOHN	Accounts Payable Check	281.68
160344	04/26/2019	STONEAGE ARTS, INC.	Accounts Payable Check	459.99
160345	04/26/2019	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	961.00
160346	04/26/2019	RONALD R. TARICA	Accounts Payable Check	206.00
160347	04/26/2019	THOMA ELECTRIC, INC.	Accounts Payable Check	5,050.00
160348	04/26/2019	TRIBUNE	Accounts Payable Check	1,995.00
160349	04/26/2019	TURF STAR, INC.	Accounts Payable Check	75.68
160350	04/26/2019	U.S. POSTMASTER	Accounts Payable Check	2,200.00
160351	04/26/2019	ULTREX LEASING	Accounts Payable Check	273.80
160352	04/26/2019	IWINA M. VAN BEEK	Accounts Payable Check	69.00
160353	04/26/2019	THOMAS F. VELASQUEZ	Accounts Payable Check	100.00
160354	04/26/2019	VERIZON WIRELESS	Accounts Payable Check	399.73
160355	04/26/2019	VINO VICE, INC.	Accounts Payable Check	930.00
160356	04/26/2019	W.A. DAVIDSON OF JAX, INC.	Accounts Payable Check	553.00
160357	04/26/2019	WALLACE GROUP	Accounts Payable Check	24,189.50
160358	04/26/2019	WESTERN JANITOR SUPPLY	Accounts Payable Check	314.52
160359	04/26/2019	WILKINS ACTION GRAPHICS	Accounts Payable Check	475.63
160360	04/26/2019	WOOLERY, JONATHAN	Accounts Payable Check	78.00
160361	04/26/2019	WULFING'S BACKGROUND & POLYGR	Accounts Payable Check	1,000.00
				<u>\$ 1,294,707.04</u>



Atascadero City Council

Staff Report – City Manager’s Office

Atascadero Tourism Business Improvement District (ATBID) Board Appointment of Three Board Members to Fill Vacancies

RECOMMENDATION:

Council appoint to the ATBID Advisory Board, Jack Mahar for a term expiring June 30, 2020 and Jacki Dawson and Tom O’Malley, for terms expiring June 30, 2021.

DISCUSSION:

In 2013, the lodging businesses in Atascadero requested the Council establish a Tourism Business Improvement District in order to levy annual assessments that would fund tourism promotions and marketing programs to promote the City as a tourism destination. The City Council established the ATBID, appointed Board Members, and levied assessments beginning June 1, 2013.

When the initial Advisory Board was appointed, it was comprised of three members serving three-year terms, and two members serving two-year terms. In 2015, the Municipal Code was changed to clarify that after the initial formation, all subsequent Board Members will serve two year staggered terms. The terms of the Board Member positions currently held by Jacki Dawson and Tom O’Malley, are set to expire on June 30, 2019. In addition, there is a vacancy to fill for the position held by prior Board Member Daniel Brewer which will expire on June 30, 2020.

Once Board Member terms are close to expiring, the ATBID’s Rules and Procedures lay out the nomination process that must be followed. Before the expiration of terms, a letter is mailed out to each Lodging Business notifying them of a meeting for the purpose of making nominations for the Board seats that are scheduled to be vacant in July. At this meeting, lodging business owners are nominated and a written ballot election determines the nominees to be recommended to the City Council. The results of the nomination meeting are then forwarded to the City Clerk to be placed on the Council’s agenda as a recommendation for filling the Board vacancies.

The Atascadero Municipal Code § 3-16.07 (b) states that membership on the ATBID Board is limited to Lodging Business owners or employees or other representatives holding the written consent of a Lodging Business owner within the ATBID area who has fully paid its assessment at the time of the appointment, and remain fully paid during the term of the membership on the Board.

This year, letters were mailed out to each of the Lodging Businesses on February 21, 2019 and the Lodging Business nomination meeting was held April 17, 2019. The lodging owners present at the nomination meeting selected Jacki Dawson and Tom O'Malley to fill two year terms expiring June 30, 2021 and Jack Mahar to fill the vacancy with a remaining term expiring June 30, 2020 to be recommended to the City Council for appointment to the ATBID Board.

FISCAL IMPACT:

None.

ALTERNATIVE:

Council may reject the recommendation of the lodging business owners and request a new recommendation from the lodging business owners.

ATTACHMENTS:

None.



Atascadero City Council

Staff Report – City Manager’s Office

Atascadero Tourism Business Improvement District (ATBID) Annual Assessment

RECOMMENDATIONS:

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 11, 2019.

DISCUSSION:

The City of Atascadero established the Atascadero Tourism Business Improvement District (ATBID) to levy annual assessments under the Parking and Business Improvement Area Law of 1989, by adopting Title 3, Chapter 16 of the Atascadero Municipal Code in April 2013. The activities to be funded by the assessments, on lodging businesses within the ATBID, are tourism promotions and marketing programs to promote the City as a tourism destination. The formation and operation of a Tourism Business Improvement District is governed by the California Streets & Highways Code (Section 36500 et. Seq.). The budget for the ATBID is submitted in conjunction with the City’s annual budget.

The City Council appointed ATBID Advisory Board Members to serve at the pleasure of the Council. The Advisory Board is made up of lodging business owners or employees, or other representatives holding the written consent of a lodging business owner within the ATBID area.

The Streets & Highways Code requires that the Advisory Board provide a report to the City Council annually for the expenditure of funds derived from the assessment paid by lodging businesses within the City. The annual report must identify: (1) proposed activities, programs and projects for the fiscal year; (2) the approximate cost of such activities, programs and projects for the fiscal year; (3) the amount of surplus or deficit

revenues carried over from a previous fiscal year; and (4) contributions received other than assessments. The annual report must meet the requirements of the California Streets and Highway Code §36533. The City Council may approve the report as filed or may modify any particular contained in the report and approve it as modified.

After the approval of the report, the City Council is required to adopt a Resolution of Intention, and set a date and time for a public hearing. The purpose of the public hearing is to receive public comment prior to the assessment being collected. Staff is proposing that the hearing be conducted at the next regular City Council meeting scheduled for June 11, 2019.

FISCAL IMPACT:

None.

ALTERNATIVE:

The City Council may modify the Annual Report before approval.

ATTACHMENTS:

1. ATBID Annual Report
2. Draft Resolution

**ATBID Annual Report
Fiscal Year 2019-2020**

(Pursuant to Streets & Highways Code Section 36533)

1. Proposed activities, programs and projects for the fiscal year:
 - Contract services
 - Marketing Firm
 - Administration Services
 - Marketing Plan
 - Maintenance of Visual Assets
 - Photography & Content
 - Creative Services
 - Digital Marketing
 - Website Content & Updates (i.e., Visit Atascadero; VisitSLOCAL)
 - Social Media
 - Advertising
 - Print & Promotional Items
 - Digital
 - Reactive Opportunities
 - Public Relations
 - Group FAM (familiarization tours for journalists, tour operators and meeting & event coordinators)
 - Individual Journalist Hosted Itineraries
 - Press Releases
 - Tour & Travel
 - Collaboration with CCTC FAMs
 - Collaboration with Visit CA FAMs
 - Collaboration with Visit SLOCAL FAMs
 - Consumer Outreach
 - Event Sponsorships Opportunities
 - Event Marketing
 - Email Marketing
 - Administration of TBID fund
2. Approximate cost of such activities, programs and projects for the fiscal year:
 - \$311,020
3. Amount of fund balance as of June 30, 2019 is projected to be \$278,350.
4. Estimated fund balance for June 30, 2020 is projected to be \$256,830.
5. Contributions received other than assessments:
 - Estimated interest income of \$6,240 for fiscal year 2018/19.
 - Estimated interest income for fiscal year 2019/20 is budgeted at \$5,500.

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO DECLARING ITS INTENTION TO LEVY AN ANNUAL ASSESSMENT ON LODGING BUSINESSES WITHIN THE ATASCADERO TOURISM BUSINESS IMPROVEMENT DISTRICT, PURSUANT TO STREETS & HIGHWAYS CODE SECTION 36500 ET.SEQ.

WHEREAS, the City Atascadero (“City”) has formed the Atascadero Tourism Business Improvement District, pursuant to Section 26500 of the Streets & Highways Code of the State of California; and

WHEREAS, the City Council has received an annual report pursuant to Section 36533 of said Code; and

WHEREAS, the City Council has approved said report and is required to adopt a resolution of intention pursuant to Section 36534.

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

SECTION 1. The City Council hereby declares its intent to levy and collect assessments within the Atascadero Tourism Business Improvement District for Fiscal Year 2019-20.

SECTION 2. The ATBID includes all of the lodging businesses, including hotels, motels, bed and breakfasts, and each business defined as a “hotel” in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of the Atascadero Municipal Code (“Lodging Businesses”) within the corporate boundaries of the City.

SECTION 3. The activities to be funded by the levy of assessments against Lodging Businesses within the ATBID are tourism promotions and marketing programs to promote the City as a tourism destination and projects, programs, and activities that benefit Lodging Businesses located and operating within the boundaries of the ATBID. The proposed activities will primarily be targeted at increasing transient stays at Lodging Businesses.

SECTION 4. The City Council sets June 11, 2019, as the date of the public hearing on the levy of assessments. The public hearing will be held at 6:00 p.m. or as soon thereafter as practicable, in the City of Atascadero Council Chambers, 6500 Palma Ave., Atascadero, California 93422.

SECTION 5. A protest may be made orally or in writing by any owner of a Lodging Business that is within the ATBID boundaries and subject to the ATBID assessment. Written protests must be received by the City Clerk, City of Atascadero, before the close of the public hearing and may be delivered or mailed to the City Clerk, Atascadero, 6500 Palma Ave., Atascadero, California 93422. A written protest may be withdrawn in writing at any time before the conclusion of the public hearing.

SECTION 6. Further information regarding the proposed ATBID may be obtained from the City Manager’s Office, City of Atascadero, 6500 Palma Ave., Atascadero, CA 93422.

SECTION 7. The City Clerk is directed to provide notice of the public hearing on the proposed ATBID by causing this resolution to be published once in a newspaper of general circulation in the City not less than seven days before said hearing.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of May, 2018.

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

- AYES:
- NOES:
- ABSENT:
- ADOPTED:

CITY OF ATASCADERO

Tom O’Malley, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney



Atascadero City Council

Staff Report – City Manager’s Office

Parking & Business Improvement Area (PBIA) Assessment

RECOMMENDATION:

Council adopt Draft Resolution, declaring intent to levy an annual Downtown Parking and Business Improvement Area assessment, and set a public hearing for June 11, 2019.

DISCUSSION:

The City of Atascadero established a Downtown Parking and Business Improvement Area in 1986 (Chapter 11 of the Atascadero Municipal Code) for the purpose of *acquisition, construction or maintenance of parking facilities, decoration of public places, promotion of public events, and general promotion of business activities in the downtown area*. The formation and operation of a Parking and Business Improvement Area is governed by the California Streets & Highways Code (Section 36500 et. Seq.). The assessment was reduced to \$0.00 in 2010 at the behest of downtown landlords and as part of a program to encourage downtown businesses.

In January 2018, staff was approached by an informal committee of downtown business owners, who expressed interest in reinstating the full levy of the assessment for the Downtown Parking and Business Improvement Area (DPBIA). This committee spent months conducting outreach regarding the DPBIA including holding town hall meetings, sending letters and emails, and personally meeting with businesses subject to the DPBIA in order to garner support to request the Council reinstitute the full assessment. The Council reinstated the assessment in June 2018 following a show of support from downtown business owners. In order to assist in the goals of the DPBIA, and since there had been no assessment collected since 2008, the City Council allocated \$8,000 of General Fund dollars to the Marketing, Outreach and Promotions budget to help fund the DPBIA activities for Fiscal Year 2018/2019.

The Streets & Highways Code requires that the “advisory board” provide a report to the City Council annually for the expenditure of funds derived from the assessment paid by businesses in the downtown area. In order to ensure adoption of the assessment prior to the beginning of the Fiscal Year, the report and Resolution of Intention are submitted

in late May and the assessment levied annually in conjunction with the Council Meeting for review and/or approval of the City's budget.

The Chamber of Commerce serves as the advisory body and the sub-contractor to the City regarding the DPBIA. The informal committee of downtown business owners advises the Chamber of Commerce on expenditures and assists in the creation of the annual budget. The Chamber of Commerce has submitted a report identifying the proposed improvements and activities for the area, based upon the National Main Street Program's four-point approach. The report does not propose any changes to the boundaries of the DPBIA or of the assessment.

The Chamber of Commerce is proposing expenditures for 2019/2020 with the Downtown Parking and Business Improvement Area funds as follows:

BIA Funds requested for 2019/2020	\$ 9,800
Carry over from 2018/2019	\$ 0
Estimated revenue from events	\$ 1,000
Total Proposed Funding Available	\$ 10,800
<u>2019/2020 Proposed Expenditures:</u>	
Events Promotion	\$ 4,200
Beautification	\$ 4,000
Marketing	\$ 2,600
<u>Total Proposed Expenditures for 2019/2020</u>	<u>\$ 10,800</u>
<i>Fund Residual</i>	\$ 0

There are three events held in the Downtown to help promote the downtown and strengthen the businesses in the area. One of these events, Taco Day on Traffic Way, has historically generated income for the committee through ticket sales. Income from this event is again anticipated in the 2019/2020 fiscal year in the amount of \$1,000. This revenue will be collected directly by the committee and/or the Chamber of Commerce.

An annual Draft Resolution of Intention, declaring the City's intent to levy an annual Downtown Parking and Business Improvement Area assessment, and holding a public hearing is required by the California Streets & Highways Code for the City to levy and collect the assessments. Consistent with State law, the City Council is required to adopt a Draft Resolution of Intention and set a public hearing to receive public comment prior to the assessment being collected.

Staff is proposing that the hearing be conducted at the next regular City Council meeting scheduled for June 11, 2019.

FISCAL IMPACT:

None.

ALTERNATIVES:

1. The City Council may set an alternative date for the public hearing, but no later than June 25, 2019.
2. The City Council may discontinue the current program and assess a \$0 fee to businesses in the District.
3. The City Council may choose not to adopt the Resolution of Intention to levy assessment, thereby discontinuing the collection of Downtown Parking and Business Improvement Area assessments.

ATTACHMENTS:

1. Downtown Parking and Business Improvement Area Report and Proposed Expenditures for 2019-2020
2. Draft Resolution of Intention

Exhibit A

Atascadero Main Street Downtown Parking and Business Improvement Area Annual Report for Fiscal Year 2019-2020

The California Streets and Highways Code Section 36533 requires the preparation of a report for each fiscal year for which assessments are to be levied and collected to pay the costs of improvements and activities of the Improvement Area. The report may propose changes, including, but not limited to the boundaries of the parking and business improvement area or any benefit zones within the area, the basis and method of levying the assessments, and any changes in the classification of businesses.

No boundary changes are proposed for Fiscal Year 2019-2020. The boundaries are more specifically described as follows:

From the south corner of Morro Road at the Highway 101 over-crossing then in the generally northwest direction immediately adjacent to Highway 101, to a point at the intersection of El Camino Real and Rosario Avenue, then easterly along Rosario Avenue, to a point at the intersection of Rosario and Palma Avenue, then easterly along Palma Avenue to the rear lot line of parcels on the east side of Traffic Way, then north along said rear lot lines to include Lot 24 of Block LA, of Atascadero, then northerly along the center line of Traffic Way, to a point, then easterly to include the presently existing National Guard Armory Property. Then to a point easterly to the intersection of West Mall and Santa Ysabel Avenue at the West Mall bridge, then southerly along Santa Ysabel Avenue to a point at the intersection of the southerly leg of Hospital Drive and Santa Ysabel Avenue, then easterly from that point to the extension of proposed Highway 41, then southwesterly to the Morro Road/Highway 101 over-crossing, point of beginning.

Since 2000, the City, Community Redevelopment Agency, Chamber of Commerce, other organizations and the community have worked to strengthen the downtown business community, and implement the downtown revitalization strategy. In 2009, as the economic downturn was affecting businesses, the City Council made the decision to levy a \$0 assessment on the businesses in the District. The State of California dissolved all redevelopment agencies in 2011, and the City, Chamber of Commerce, and other organizations have worked in collaboration to continue the efforts of the Community Redevelopment Agency to provide better services to and strengthen the businesses in the downtown.

In 2017, an informal committee of downtown business owners formed to promote economic vitality and encourage business growth in the downtown. This committee will advise the Chamber of Commerce on expenditures and will assist in the creation of the annual budget for the Downtown Parking and Business Improvement Area (DPBIA). The Atascadero Chamber of Commerce will serve as the advisory body and the

sub-contractor to the City regarding the Downtown Parking and Business Improvement Area. The Chamber of Commerce is requesting that the City levy an assessment of 100% of the business license fee for businesses in the DPBIA. Each licensed business in the Improvement Area shall contribute to the assessment. Activities and improvements in the DPBIA are funded by the assessment.

The proposed work plan and budget for Fiscal Year 2019/2020 is as follows:

BIA Funds requested for 2019/2020	\$ 9,800
Carry over from 2018/2019	\$ 0
Estimated revenue from events	\$ 1,000
Total Proposed Funding Available	\$ 10,800
 <u>2019/2020 Proposed Expenditures:</u>	
Events Promotion	\$ 4,200
Beautification	\$ 4,000
Marketing	\$ 2,600
<u>Total Proposed Expenditures for 2019/2020</u>	<u>\$ 10,800</u>
<i>Fund Residual</i>	\$ 0

This report shall be filed with the City Clerk on behalf of the DPBIA for Fiscal Year 2019-2020.

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, DECLARING THE CITY'S INTENT TO LEVY AN ANNUAL ASSESSMENT PURSUANT TO STREETS & HIGHWAYS CODE SECTION 36500 ET. SEQ.

WHEREAS, the City of Atascadero has formed a Parking and Business Improvement Area, pursuant to Section 36500 of the Streets and Highways Code of the State of California; and

WHEREAS, the City Council has received a report pursuant to Section 36533 of said Code; and

WHEREAS, the City Council has approved such report and is required to adopt a resolution of intention pursuant to Section 36534; and

WHEREAS, the report proposes no changes to the boundaries or assessment amounts that currently apply in said area; and

WHEREAS, the report identifies the proposed improvements and activities for the area based upon the National Main Street Program four point approach, on file in the City Clerk's Office and incorporated herein by this reference.

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

SECTION 1. The City Council hereby declares its intent to levy and collect assessments within the Parking and Business Improvement Area for Fiscal Year 2019-2020.

SECTION 2. The area is known as the Downtown Parking and Business Improvement Area. The area is generally located in the downtown core including the area between Highway 41 on the south, Rosario Avenue on the north, Highway 101 on the west, and an irregular boundary generally along Santa Ysabel Avenue on the east.

SECTION 3. Consistent with Section 36527 of the Streets and Highways Code, Ordinance No. 116 proposes the following uses of Downtown Parking and Business Improvement Area revenue:

- a. The acquisition, construction, or maintenance of parking facilities for the benefit of the area.
- b. Decoration of public place in the area.
- c. Promotion of public events that are to take place on or in public places in the area.
- d. The general promotion of business activities in the area.

SECTION 4. A report, which includes a full and detailed description of the improvements and activities to be provided in the 2019-2020 fiscal year, the boundaries of the area, and the proposed assessments to be levied upon the businesses within the area for Fiscal Year 2019-2020, is on file in the City Clerk's Office and incorporated herein by this reference.

SECTION 5. The City Council will hold a public hearing on the levy of the proposed assessment for Fiscal Year 2019-2020 on June 11, 2019 at 6:00 p.m., or sometime shortly thereafter, in the City Council Chambers, 6500 Palma Avenue, Atascadero, California.

SECTION 6. Written or oral protests may be made at the hearing. The form of the protests shall comply with Sections 36524 and 36524 of the Streets and Highways Code.

SECTION 7. The City Clerk is hereby directed to give notice of the public hearing by causing this Resolution to be published once in a newspaper of general circulation in the City not less than seven days before said hearing.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ____ day of May, 2018.

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

- AYES:
- NOES:
- ABSENT:
- ABSTAINED:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney



Atascadero City Council

Staff Report – Public Works

Adoption of Atascadero Transit’s Title VI Plan 2019-2022

RECOMMENDATION:

Council adopt Draft Resolution approving the Title VI Plan and Limited English Proficiency Plan for Atascadero Transit Services.

DISCUSSION:

Title VI of the Federal Civil Rights Act prohibits discrimination by recipients of Federal financial assistance on the basis of race, color, and national origin, including the denial of meaningful access for limited English proficient (LEP) persons. The Federal Transit Administration (FTA) requires that all funding recipients document their compliance by submitting a Title VI Plan to the FTA regional civil rights officer once every three years.

In accordance with Federal requirements, the Title VI Plan and Limited English Proficiency Plan for Atascadero Transit Services (Attachment 2) was brought before the public in a special meeting held on May 13, 2019 and was made available for public review and comment prior to its final adoption at the May 14, 2019 City Council meeting. As part of the Plan adoption process, Council must also adopt a Draft Resolution approving the plan (Attachment 1).

Atascadero Transit’s Title VI Plan ensures that Atascadero Dial-A-Ride services are provided in a nondiscriminatory manner and the opportunity for full and fair participation is offered to riders and community members. Additionally, through this plan, Atascadero Transit examines the need for services and materials for persons for whom English is not their primary language and who have a limited ability to read, write, speak or understand English.

ATTACHMENTS:

1. Draft Resolution
2. Title VI Plan / Limited English Proficiency Program

DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ATASCADERO, CALIFORNIA, APPROVING
THE TITLE VI PLAN AND LIMITED ENGLISH PROFICIENCY
PLAN FOR ATASCADERO TRANSIT SERVICES**

WHEREAS, the City of Atascadero receives funds from the Federal Transit Administration (FTA) for capital and operating assistance funds; and

WHEREAS, the City of Atascadero provides demand response transit services within the Atascadero city limits; and

WHEREAS, the City of Atascadero assures that no person or group will, on the basis of race, color, national origin or limited English proficiency be subjected to discrimination in the level and quality of transportation services, programs, or activities provided by the City, whether Federally funded or not; and

WHEREAS, the City of Atascadero has prepared the Title VI Plan in accordance to FTA Circular 4702.1B; and

WHEREAS, the Federal Transit Administration requires transit operators to submit a Title VI Plan update every three years as a condition of receipt of FTA funds.

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

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

SECTION 2. Approval. The City of Atascadero's Title VI Plan and Limited English Proficiency Program for the Atascadero Transit Services is approved.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Atascadero held this 28th day of May, 2019.

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

AYES:
NOES:
ABSENT:
ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

CITY OF ATASCADERO



TITLE VI PLAN

Title VI of the Civil Rights Act of 1964

DRAFT May 15, 2019

May 15, 2019 – May 14, 2022

Contact Information:

Dawn Patterson, Title VI Coordinator
6500 Palma Avenue
Atascadero, CA 93422

Office: 805-470-3180

Email: DPatterson@atascadero.org

- To obtain services or copies in an alternate format or language, please contact Dawn Patterson at (805) 470-3180.
- (Spanish) Para recibir servicios o copias en otro formato o idioma, contacte a Tess Ramirez at (805) 470-3486.

TITLE VI PLAN

I. PLAN STATEMENT

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The City of Atascadero's (City) transit services (Atascadero Transit) is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

This plan was developed to guide the City of Atascadero in its administration and management of Title VI-related activities.

Title VI Coordinator Contact information:

Dawn Patterson
City of Atascadero / Atascadero Transit
6500 Palma Avenue
Atascadero, California 93422
DPatterson@atascadero.org

As of July 1, 2014, the City of Atascadero contracts with MV Transportation, Inc. for the driver services of Atascadero Transit. The contractor(s), by extension, will also assist and comply with the adopted Title VI policy.

II. TITLE VI INFORMATION DISSEMINATION

Title VI information posters shall be publicly displayed in the City owned Atascadero Transit facility and on the revenue vehicles. The plan information, along the contact information for the Title VI coordinator is available on the City of Atascadero website, at www.atascadero.org. Additional information relating to nondiscrimination obligation can be obtained from the Atascadero Transit Title VI Coordinator.

Title VI information shall be provided to Atascadero Transit employees annually via the Employee Education form (see Appendix A) at the beginning of the calendar year. This form reminds employees of the Atascadero Transit policy statement, and of their Title VI responsibilities in their daily work and duties. During new employee Orientation, new employees shall be informed of the provisions of Title VI, and the expectations to perform their duties accordingly.

All employees shall be provided with a copy of the Title VI Plan and are required to sign the Acknowledgement of Receipt (see Appendix B).

Title VI information shall also be made available in non-English languages, consistent with the City's Limited English Proficiency (LEP) plan.

III. SUBCONTRACTS AND VENDORS

All subcontractors and vendors who receive payments from Atascadero Transit where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended. Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

IV. RECORD KEEPING:

The Title VI Coordinator will maintain permanent records, which include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of the Atascadero Transit Title VI Plan, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

V. TITLE VI COMPLAINT PROCEDURES

How to file a Title VI Complaint?

The complainant may file a signed, written complaint up to thirty (30) days from the date of the alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and contact information (telephone number, email address, etc.).
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information you deem significant.

The Title VI Complaint Form (see Appendix C) may be used to submit the complaint information. The complaint may be filed in writing with Atascadero Transit at the following address:

**Title VI Coordinator
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422
DPatterson@atascadero.org**

NOTE: Atascadero Transit encourages all complainants to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 30 days from the alleged date of discrimination.

What happens to the complaint after it is submitted?

All complaints alleging discrimination based on race, color or national origin in a service provided by Atascadero Transit will be directly addressed by Atascadero Transit. The City shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, the City shall make every effort to address all complaints in an expeditious and thorough manner.

A letter of acknowledging receipt of complaint will be mailed within thirty (30) days (Appendix D). Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

How will the complainant be notified of the outcome of the complaint?

Atascadero Transit will send a final written response letter (see Appendix E or F) to the complainant. In the letter notifying complainant that the complaint is not substantiated (Appendix F), the complainant is also advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision from Atascadero Transit, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the FTA. Every effort will be made to respond to Title VI complaints within 30 working days of receipt of such complaints, if not sooner.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

**Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave., SE
Washington, DC 20590**

VI. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

Atascadero Transit has developed a Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to City services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. This plan has detailed procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates.

In order to prepare this plan, the City utilized the U.S. Department of Transportation four factor LEP analysis which considers the following factors:

- 1) The number or proportion of LEP persons to be served or likely to be encountered in Atascadero Transit service.
- 2) The frequency with which LEP individuals come in contact with Atascadero Transit programs.
- 3) The nature and importance of programs, activities or service provided by Atascadero Transit to the LEP population.
- 4) The resources available to the City and overall costs to provide LEP assistance.

VII. COMMUNITY OUTREACH

As an agency receiving federal financial assistance, we have made the following community outreach efforts:

The City of Atascadero holds public meetings twice per month. At these meetings the public is welcome to attend and share in discussion with a variety of Community Outreach discussions. Additionally, Atascadero Transit works with other transit agencies in the service area and other stakeholder organizations to review and discuss the planning and has involvement in the decision making process. Atascadero Transit from time to time will provide on board survey handouts to customers for their feedback about a variety of issues.

VIII. ACTIVE INVESTIGATION, LAWSUIT OR COMPLAINT

The City of Atascadero has had no active investigations, lawsuits or complaints alleging discrimination on the basis of race, color or national origin.

IX. BOARD DEMOGRAPHICS

Atascadero Transit board of directors (the City Council) consists entirely of elected members. Therefore, this does not apply.

X. EQUITY ANALYSIS FOR BUILDING SITE

No operational or maintenance facilities have been constructed. Therefore, this does not apply to Atascadero Transit.

XI. RESOLUTION APPROVING TITLE VI PLAN

A copy of this resolution can be found in Appendix H of this Plan. Adoption is anticipated on May 14, 2019.

APPENDIX A

EMPLOYEE ANNUAL EDUCATION FORM

Title VI Policy

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of Atascadero Transit (and MV Transportation Inc. as contracted for driver services) are expected to consider, respect, and observe this policy in their daily work and duties. If a citizen approaches you with a question or complaint, direct him or her to Dawn Patterson who is the Title VI Coordinator.

In all dealings with citizens, use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address them without regard to race, color or national origin.

APPENDIX B ACKNOWLEDGEMENT OF RECEIPT OF TITLE VI PLAN

I hereby acknowledge the receipt of the Atascadero Transit Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

Your signature

Print your name

Date

APPENDIX C TITLE VI COMPLAINT FORM – ATASCADERO TRANSIT

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” If you feel you have been discriminated against in the City of Atascadero services, please provide the following information in order to assist us in processing your complaint and send it to:

Please print clearly:

Name: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____ (home) _____ (cell) _____ (work)

Email Address: _____

Person discriminated against: _____

Address of person discriminated against: _____

City, State, Zip Code: _____

Please indicate why you believe the discrimination occurred:

- _____ Race
- _____ Color
- _____ National Origin

What was the date of the alleged discrimination? _____

Where did the alleged discrimination take place? _____

Please explain as clearly as possible what happened and how you believe you were discriminated against. Indicate who was involved. : _____

Please list any and all witnesses' names and phone numbers:

Have you previously filed a Title VI complaint with this agency?

Yes No

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes No

If yes, check all that apply:

Federal Agency

Federal Court

State Court

State Agency

Local Agency

Please provide a contact person at the agency/court where the complaint was filed.

Name: _____

Title: _____

Agency: _____

Address: _____

Telephone: _____

Please attach any documents you have which support your complaint. Then date and sign this form and send to the Title VI Coordinator at:

Dawn Patterson, Title VI Coordinator
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

Your signature

Date

Print your name

APPENDIX C TITLE VI COMPLAINT FORM – ATASCADERO TRANSIT

Título VI de la Ley de Derechos Civiles de 1964 requiere que “a ninguna persona en los Estados Unidos por motivos de raza, color u origen nacional, será excluido de la participación en, ni se le negarán los beneficios de, o ser objeto de discriminación en cualquier programa o actividad que reciba asistencia financiera federal.” Si usted siente que ha sido discriminado en los servicios de tránsito, por favor proporcione la siguiente información para poder ayudarle en el proceso de su queja y envíe la a:

Nombre: _____

Dirección: _____

Ciudad, Estado, Código postal: _____

Número de Teléfono: _____(casa) _____(celular) _____(trabajo)

Persona discriminada: _____

Dirección de la persona discriminada: _____

Ciudad, Estado, Código postal: _____

Favor de indicar por qué cree que la discriminación se ha producido:

- _____ Raza
- _____ Color
- _____ Origen Nacional

¿Cuál fue la fecha de la supuesta discriminación? _____

¿Dónde ocurrió la supuesta discriminación? _____

Por favor describe las circunstancias tal como fueron y incluye nombre(s) de persona(s) que fueron involucrados : _____

Por favor, haga lista de todos los testigos los nombres y números de teléfono:

Anteriormente ha presentado una denuncia de Titulo VI con esta agencia?

Sí No

¿Ha presentado esta queja con cualquier otro agencia local, estatal o federal, o ocon cualquier tribunal estatal Federal?

Sí No

Sí la respuesta es sí, marque todo lo que aplique:

Agencia Federal

Agencia Estatal

Tribunal de Justicia Estatal

Corte Federal

Agencia Local

Favor de proporcionar información acerca de una persona de contacto de la agencia/corte donde la denuncia fue presentada.

Nombre: _____

Título: _____

Organización: _____

Dirección de departamento: _____

Teléfono de departamento: _____

Por favor, juntar todos los documentos que tienen que apoyar la acusación. Firma y anote la fecha abajo y envíalo al Coordinador del Titulo VI en:

Dawn Patterson, Titulo VI Coordinador
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

Su firma

Fecha

Escriba su nombre

APPENDIX D SAMPLE LETTER ACKNOWLEDGING RECEIPT OF COMPLAINT

[Today's Date]

Ms. Jo Doe
1234 Main St.
Atascadero, CA 93422

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against Atascadero Transit alleging

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning Dawn Patterson at 805-470-3180, or write to me at this address.

Sincerely,

Dawn Patterson
Title VI Coordinator
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

APPENDIX E SAMPLE LETTER NOTIFYING COMPLAINANT THAT THE
 COMPLAINT IS SUBSTANTIATED

[Today's Date]

Ms. Jo Doe
1234 Main St.
Atascadero, CA 93422

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against Atascadero Transit alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

Dawn Patterson
Title VI Coordinator
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

**APPENDIX F SAMPLE LETTER NOTIFYING COMPLAINANT THAT THE
COMPLAINT IS NOT SUBSTANTIATED**

[Today's Date]

Ms. Jo Doe
1234 Main St.
Atascadero, CA 93422

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against Atascadero Transit alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

Atascadero Transit has analyzed the materials and facts pertaining to your case for evidence of the City's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from Atascadero Transit, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at

Federal Transit Administration
Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Dawn Patterson
Title VI Coordinator
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

APPENDIX G SAMPLES OF NARRATIVE TO BE DISPLAYED IN FACILITIES AND REVENUE VEHICLES



Title VI Policy

Title VI of the Civil Rights Act of 1964 states: “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The City of Atascadero respects civil rights and operates its programs and services without regard to race, color or national origin. The City is committed to complying with Title VI requirements in all of its programs and services. For more information on the Title VI transit obligations, contact the City as listed below.

Making a Title VI Complaint

Any person who believes he/she has been subjected to discrimination in the delivery of or access to public transportation services on the basis of race, color, or national origin, may file a complaint with Atascadero Transit. Such complaint must be filed in writing with Atascadero Transit no later than 30 days after the alleged discrimination. For information on how to file a complaint, use the form below or contact Atascadero Transit at:

**Dawn Patterson, Title VI Coordinator
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422
(805) 470-3180
DPatterson@atascadero.org**



Póliza Del Titulo VI

Derechos Civiles del Acta del estados de 1964, ninguna persona en los Estados Unidos podrá ser excluida de participar en programas que reciben asistencia financier Federal, o negar beneficios o ser sujetos a descriminación por causa de raza, color, o orgien nacional.

El sistema de tránsito de City of Atascadero respeta los derechos civiles y administra sus programas y servicios sin consideración a raza, color o grgen nacional. El Sistema de tránsito de City of Atascadero está comprometido a cumplir en todos sus programas con los requicitos del Titulo VI.

Para más información de las obligaciones de tránsito del Titulo VI comuníquese con de tránsito de City of Atascadero acuerdo a la información siguiente.

Para Presentar Una Queja del Título VI

Qualquier persona que cree que ha sido descriminada en el servicio de o acceso a los servicios de transportación pública a base de raza, color o orgen nacional, puede presentar una queja con el sistema de tránsito do City of Atascadero. Dicha queja puede ser presentada por escrito con City a no más tardar de 30 días después de la supuesta descriminación. Para información como presentar una queja, usar la forma siguiente, o comuníquese con City a:

Dawn Patterson, Coordinador del Título VI
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422
(805) 470-3180
DPatterson@atascadero.org

APPENDIX H

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ATASCADERO, CALIFORNIA, APPROVING THE TITLE VI PROGRAM AND
LIMITED ENGLISH PROFICIENCY PLAN FOR ATASCADERO TRANSIT SERVICES

WHEREAS, the City of Atascadero receives funds from Federal Transit Administration (FTA) for capital and operating assistance funds; and

WHEREAS, the City of Atascadero provides demand response transit services within the Atascadero city limits; and

WHEREAS, the City of Atascadero assures that no person or group will, on the basis of race, color, national origin or limited English proficiency be subjected to discrimination in the level and quality of transportation services, programs, or activities provided by the City, whether Federally funded or not; and

WHEREAS, the City of Atascadero has prepared the Title VI program in accordance to FTA Circular 4702.1B.

WHEREAS, the Federal Transit Administration requires transit operators to submit a Title VI Program Update every three years as a condition of receipt of FTA funds; and

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

The City of Atascadero's Title VI Program and Limited English Proficiency Plan for the Atascadero Transit Services is approved.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Atascadero held this 14th day of May, 2019.

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

AYES:
NOES:
ABSENT:
ADOPTED:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

City of Atascadero

Source: U.S. Census Bureau 2000

Subject	ZCTA5 93422	
	Number	Percent
LANGUAGE SPOKEN AT HOME		
Population 5 years and over	28,046	100.0
English only	26,117	93.1
Language other than English	1,929	6.9
Speak English less than "very well"	586	2.1
Spanish	1,346	4.8
Speak English less than "very well"	408	1.5
Other Indo-European languages	333	1.2
Speak English less than "very well"	64	0.2
Asian and Pacific Island languages	220	0.8
Speak English less than "very well"	114	0.4

ATASCADERO TRANSIT LIMITED ENGLISH PROFICIENCY (LEP) PLAN

CITY OF ATASCADERO

Introduction

This Limited English Proficiency (LEP) Plan has been prepared to address the City of Atascadero's responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1B dated October 1, 2012, which states that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency (LEP)", indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin's discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

Plan Summary

The City of Atascadero has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with Limited English Proficiency who wish to access Atascadero Transit transportation services in Atascadero. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, the City undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following:

1. The number or proportion of LEP persons in the City of Atascadero who may be served or likely to be encounter Atascadero Transit programs or service.
2. The frequency with which LEP persons come in contact with Atascadero Transit programs or services.
3. The nature and importance of programs or services provided by Atascadero Transit to the LEP population.
4. The resources available to Atascadero Transit Division and overall cost to provide LEP assistance.

A summary of the results of Atascadero Transit's four-factor analysis is in the following section.

Four-Factor Analysis

1. The number or proportion of LEP persons in the City of Atascadero who may be served or are likely to encounter an Atascadero Transit program, activity or service.

Atascadero Transit staff reviewed the 2010 U.S. Census and current population and determined that of Atascadero's total population of 28,310, 7.5% (2,132) of the City's population speak a language other than English. Of this number, 790 (2.8%) have Limited English Proficiency; that is, they speak English "not well" or "not at all."

In the City of Atascadero, of those persons with Limited English Proficiency, 571 speak Spanish, 180 speak Asian and Pacific Island languages, and 39 speak other Indo-European languages.

2. The frequency with which LEP persons come in contact with Atascadero Transit programs, activities or services.

Atascadero Transit assessed the frequency with which staff and drivers have, or could have contact with LEP persons. This includes documenting phone inquiries and surveying vehicle operators for requests for interpreters and translated documents. The most frequent contacts with LEP persons are with dispatchers, consisting of approximately 2% of the total call volume. Several City employees speak fluent Spanish and provide translation assistance for dispatchers as needed. Documents related to fares, service changes and rider rules are posted on the transit vehicles in both English and Spanish. Rider information guides are also written in both English and Spanish

3. The nature and importance of programs, activities or services provided by Atascadero Transit to the LEP population.

Atascadero Transit provides demand response transit services within the City limits to locations as requested by the riders. Trips vary in nature, but typically include transportation for shopping, school, and medical appointments. While Atascadero Transit serves the general public, the ridership is primarily made up of seniors and persons with disabilities.

The largest proportion of LEP individuals in the City of Atascadero speak Spanish. The City has 2.8% of speakers who speak English less than "very well." Of these, 571 speak Spanish, 72% of the LEP's represented. Other LEP persons constitute the remaining >1% of the total City population. Due to the very small representation of other foreign languages (less than 1% Asian and Pacific Islanders, other Indo-European languages and other languages), Atascadero Transit has not historically taken special language accommodation measures for those non-Spanish speaking groups.

4. The resources available to Atascadero Transit and overall cost to provide LEP assistance.

Atascadero Transit has committed resources to improving access to its services and programs for LEP persons. Today, bilingual information (English/Spanish) is distributed in the following means:

- Bilingual English /Spanish transit website
- Bilingual English/Spanish Rider's Guide to demand response services
- Bilingual English/Spanish rider alerts
- Bilingual English/Spanish customer service representatives

To date, the costs associated with these efforts have been primarily associated with material production and paid by the annual Atascadero Transit budget.

Based on the four factor analysis, Atascadero Transit will develop its LEP Plan as outlined in the following section.

Identification of LEP Population

Atascadero Transit has developed several possible ways to assist in identifying LEP populations within the City, including:

1. Review prior requests for language assistance to determine if language assistance might be needed at future events or meetings.
2. Have a staff person greet participants as they arrive to Atascadero Transit sponsored events. By informally engaging participants in conversation, staff will gauge each attendee's ability to speak and understand English.
3. Develop identification cards that indicate primary language spoken for use at Atascadero Transit meetings and events. This will assist the City in identifying language assistance needs for future meetings.
4. Survey bus drivers and dispatchers annually on their experience concerning any contacts with LEP persons during the previous year.

Language Assistance Measures

There are numerous language assistance measures available to LEP persons, including both oral and written services. There are also various ways in which City staff can respond to LEP persons, whether in person, by telephone or in writing.

- Placement of statements in notices and publications that interpreter services are available for Atascadero Transit meetings.
- Post Atascadero Transit's Title VI Policy and LEP plan on the City of Atascadero's website, www.atascadero.org
- Survey bus drivers and dispatchers annually on their experience concerning any contacts with LEP persons during the previous year.
- When an interpreter is needed for a language other than Spanish, in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers..

Safe Harbor Provision

The Federal Transit Authority Circular 4702.1B states:

"DOT has adopted DOJ's Safe Harbor Provision, which outlines circumstances that can provide a "safe harbor" for recipients regarding translation of written materials for LEP populations. The Safe Harbor Provision stipulates that, if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient's written translation obligations. Translation of non-vital documents, if needed, can be provided orally. If there are fewer

than 50 persons in a language group that reaches the five percent (5%) trigger, the recipient is not required to translate vital written materials but should provide written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of those written materials, free of cost.

These safe harbor provisions apply to the translation of written documents only. They do not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable. A recipient may determine, based on the Four Factor Analysis, that even though a language group meets the threshold specified by the Safe Harbor Provision, written translation may not be an effective means to provide language assistance measures. For example, a recipient may determine that a large number of persons in that language group have low literacy skills in their native language and therefore require oral interpretation.

Staff Training

The following training will be provided to Atascadero Transit staff:

1. Information on Atascadero Transit's Title VI Procedures and LEP responsibilities
2. Description of language assistance services offered to the public
3. Documentation of language assistance requests
4. How to handle a potential Title VI/LEP complaint

Outreach Techniques

The City's website provides material in both English and Spanish. The City also provides easy access to bilingual (English and Spanish) administrative staff at Atascadero City Hall during operating hours to answer questions for those LEP passengers who use Atascadero Transit.

Monitoring and Updating the LEP Plan

Atascadero Transit will update the LEP as required by U.S. DOT. At minimum, the plan will be reviewed and updated every three years. The most current U.S. Census data available will be used. Updates will include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area per the latest Census reports.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet the needs of the LEP public.
- Determine if Atascadero Transit's financial resources are sufficient to fund needed language assistance.
- Determine if Atascadero Transit has fully complied with the goals of this LEP Plan.
- Determine whether complaints have been received concerning the failure of Atascadero Transit to meet the needs of LEP individuals.

Dissemination of Atascadero Transit's LEP Plan

A link to the Atascadero Transit LEP Plan and the Title VI Procedures is included on the City website at www.atascadero.org . This link includes access to a complaint form, both in English and Spanish. Any person or agency with internet access will be able to access and download the plan from the City website. Alternatively, any person or agency may request a copy of the plan via telephone, fax, mail, e-mail or in person and shall be provided a copy of the plan at no cost. LEP individuals may also request copies of the plan in translation to languages other than English and Spanish, which the City will provide as feasible.

Questions or comments regarding the LEP Plan may be submitted to the City of Atascadero, Title VI Coordinator:

Dawn Patterson
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

Phone: 805-470-3180
Fax: 805-470-3181
Email: DPatterson@atascadero.org (Title VI Coordinator)



Atascadero City Council

Staff Report – Community Development Department

Annexation of the La Plaza Mixed-Use Project into Community Facilities District 2005-1, Annexation No. 19 (6300, 6320, 6420, 6450, 6490, and 6500 El Camino Real: Parcel Map AT 17-0088)

RECOMMENDATION:

Council adopt Draft Resolution, declaring its intention to annex territory, into Community Facilities District 2005-1 (Public Services) and to authorize the levy of special taxes therein – City of Atascadero Community Facilities District 2005-1 Annexation No. 19 (6300, 6320, 6420, 6450, 6490, and 6500 El Camino Real: Parcel Map AT 17-0088).

DISCUSSION:

The applicant, Z 3 LLC, is required to annex into the City's Community Facilities District (CFD) as a condition to finalize their subdivision maps and fulfill the conditions of approval. To satisfy this requirement, the applicant has petitioned the City to annex into the CFD. The La Plaza Mixed-Use development was approved in 2018. The project is moving forward with recordation of the final map scheduled for summer 2019.

In July 2004, as a key part of the adoption of the City's Comprehensive Financial Strategy, the Council addressed the need to recover all costs associated with new residential development by directing the formation of a Community Facilities District. California law allows the formation of such districts for the purpose of recovering the cost of providing public safety services, including police and fire services, and park services for new developments. CFDs ensure that new homeowners pay special taxes in an amount equal to the actual cost of the City services they are expected to receive. Without such special taxes in place, new residential units have a negative impact on the General Fund.

The Citywide CFD was established in 2005. Consistent with this policy a number of projects have been annexed into the CFD as a requirement prior to recordation of a final map. With the resolution of intention, the City and the applicant are initiating the process of annexing the development (La Plaza Mixed-Use project) into the City's existing CFD.

The La Plaza Mixed-Use project is located in the downtown and was approved in 2018. The project consists of 42 rental units on the second and third floors above ground level commercial tenant spaces. The applicant will have the option of converting the rental units into condominiums at a later date if desired.



BUILDING A



The Resolution establishes the date for the public hearing to complete the annexation. The date has been set for June 25, 2019. There are no registered voters in the area being annexed so the election will be a landowner vote. Following completion of the annexation, Staff anticipates levying taxes on the parcels on which development has actually begun in the 2020-2021 tax year.

The La Plaza project was conditioned to be fiscally neutral through annexation into the existing Citywide CFD. Annexation into CFD 2005-1 will satisfy the project's conditions of approval and allow for the annexation vote to occur. A total of 42 units will be annexed into the CFD upon recordation of the project subdivision map.

ALTERNATIVE:

Council may refer the item back to staff for additional review and analysis.

FISCAL IMPACT:

None.

ATTACHMENTS:

- 1. Draft Resolution
- 2. Petition to Annex into CFD 2005-1 – No. 19 (AT 17-0088)

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, DECLARING ITS INTENTION TO ANNEX TERRITORY INTO COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES) AS ANNEXATION NO. 19, AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN

WHEREAS, the City Council of the City of Atascadero, California (the “City Council”), has previously conducted proceedings to establish a community facilities district pursuant to the terms and provisions of the “Mello-Roos Community Facilities Act of 1982”, as amended (the “Act”), Chapter 2.5, Part 1, Division 2, Title 5, commencing at Section 53311, of the Government Code of the State of California, thereof designated as COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES) (“CFD No. 2005-1”); and

WHEREAS, the City Council has received a petition (including waivers) from the landowner requesting that it annex into CFD No. 2005-1 under the Act, to provide for the costs of services, and the City Council now desires to commence proceedings to annex territory into CFD No. 2005-1 as described herein; and

WHEREAS, under the Act, this City Council, as the legislative body for CFD No. 2005-1, is empowered with the authority to annex territory to CFD No. 2005-1 and now desires to undertake proceedings to annex territory to CFD No. 2005-1.

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

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

SECTION 2. Public Convenience and Necessity. This City Council hereby determines that the public convenience and necessity requires that territory be annexed into CFD No. 2005-1 in order to pay the costs and expenses for the required and authorized public services.

SECTION 3. Boundaries. A general description of the territory included in the existing CFD No. 2005-1 is hereinafter described as follows: All that property and territory as originally included in the existing CFD No. 2005-1 heretofore recorded as Instrument No. 2005-037685 in the office of the County Recorder for the County of San Luis Obispo on May 9, 2005 in Book 5 at Page 11-13 of Maps of Assessments and Community Facilities Districts, to which map reference is hereby made, and as such map was amended as a result of prior annexations.

A description of the boundaries and territory proposed to be annexed is as follows: all that property and territory proposed to be annexed to CFD No. 2005-1, is shown on the Annexation Map for Annexation No. 19 to CFD No. 2005-1, on file in the Office of the City Clerk, the boundaries of which territory are hereby preliminary approved and to

which map reference is hereby made for further particulars. The area proposed to be annexed to CFD No. 2005-1 is as shown on the Annexation Map identified in Exhibit A, attached hereto and incorporated herein by this reference. The City Clerk is hereby directed to cause to be recorded such Annexation Map, showing the territory to be annexed, in the office of the County Recorder of the County of San Luis Obispo within fifteen days of the date of adoption of this resolution.

SECTION 4. Services. The services which CFD No. 2005-1 is authorized to finance are in addition to those provided in or required for the territory within CFD No. 2005-1 and will not be replacing services already available. A general description of the services to be financed is as follows:

POLICE AND FIRE SERVICES

Police services and fire protection and suppression services (the “Services”) of the City of Atascadero required to sustain the service delivery capability for emergency and non-emergency services to new growth areas of the City of Atascadero, including but not limited to, related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus, services, supplies and personnel; provided, however, that any increases in special taxes for costs related to employee wages and benefits shall be limited as provided in the Rate and Method of Apportionment of the Special Taxes to fund such Services.

PARK SERVICES

Park services of the City of Atascadero required for the operation and maintenance of public parks.

The City of Atascadero is authorized to finance and direct administrative and incidental annual costs and expenses necessary to provide the maintenance and servicing for public services. No additional services will be necessary or provided in CFD No. 2005-1 and the services as described for CFD No. 2005-1 will serve the properties within CFD No. 2005-1. It is presently intended that the services will be provided, without preference or priority, to the existing territory in CFD No. 2005-1 and the territory proposed to be annexed to CFD No. 2005-1.

SECTION 5. Special Taxes. It is the intention of this City Council that, except where funds are otherwise available, a special tax sufficient to pay for said services to be provided in CFD No. 2005-1 and Annexation No. 19, secured by recordation of a continuing lien against all non-exempt real property in Annexation No. 19, will be levied annually within the boundaries of Annexation No. 19 from and after the annexation of such property to CFD No. 2005-1. The special taxes shall be those as originally authorized through the formation of CFD No. 2005-1 and adopted by Ordinance of this legislative body, and no changes or modifications are proposed in the special taxes from those as originally set forth and made applicable to CFD No. 2005-1.

For particulars as to the rate and method of apportionment of the proposed special tax (the “RMA”), reference is made to Exhibit “B,” attached hereto and incorporated herein by this reference, which sets forth in sufficient detail the method of apportionment to allow each landowner or resident within Annexation No. 19 to clearly estimate the maximum annual amount that said person will have to pay on said special tax.

The special taxes, to the extent possible, shall be collected in the same manner as ad valorem property taxes and shall be subject to the same penalties, procedure, sale and lien priority in any case of delinquency as applicable for ad valorem taxes; provided, however, CFD No. 2005-1 may utilize a direct billing procedure for any special taxes that cannot be collected on the County tax roll or may, by resolution, elect to collect the special taxes at a different time or in a different manner if necessary to meet its financial obligations.

SECTION 6. Public Hearing. Notice is given that on Tuesday, June 25, 2019, at 6:00 p.m. or as soon thereafter as the matter may be heard, in the regular meeting place of this City Council at the City of Atascadero, City Hall Council Chambers, 6500 Palma Ave, Atascadero, California, and the same are hereby appointed and fixed as the time and place when and where this City Council, as legislative body for CFD No. 2005-1, will conduct a public hearing on the annexation of territory to CFD No. 2005-1, and consider and finally determine whether the public interest, convenience and necessity require said annexation of territory to the CFD No. 2005-1 and the levy of said special tax therein.

SECTION 7. Notice. The City Clerk is hereby directed to cause notice of said public hearing to be given by publication one time in a newspaper of general circulation in the area of CFD No. 2005-1, including the area to be annexed to CFD No. 2005-1. The publication of the notice shall be completed at least seven days before the date herein set for said hearing. The City Clerk may also cause a copy of such notice to be mailed to the registered voters and land owners within the territory proposed to annexed, which shall be mailed at least fifteen days before the date of said hearing.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ___th day of _____, 2019.

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

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

EXHIBIT "A"

CITY OF ATASCADERO COMMUNITY FACILITIES DISTRICT 2005-1
(PUBLIC SERVICES)
ANNEXATION NO. 19
ANNEXATION MAP

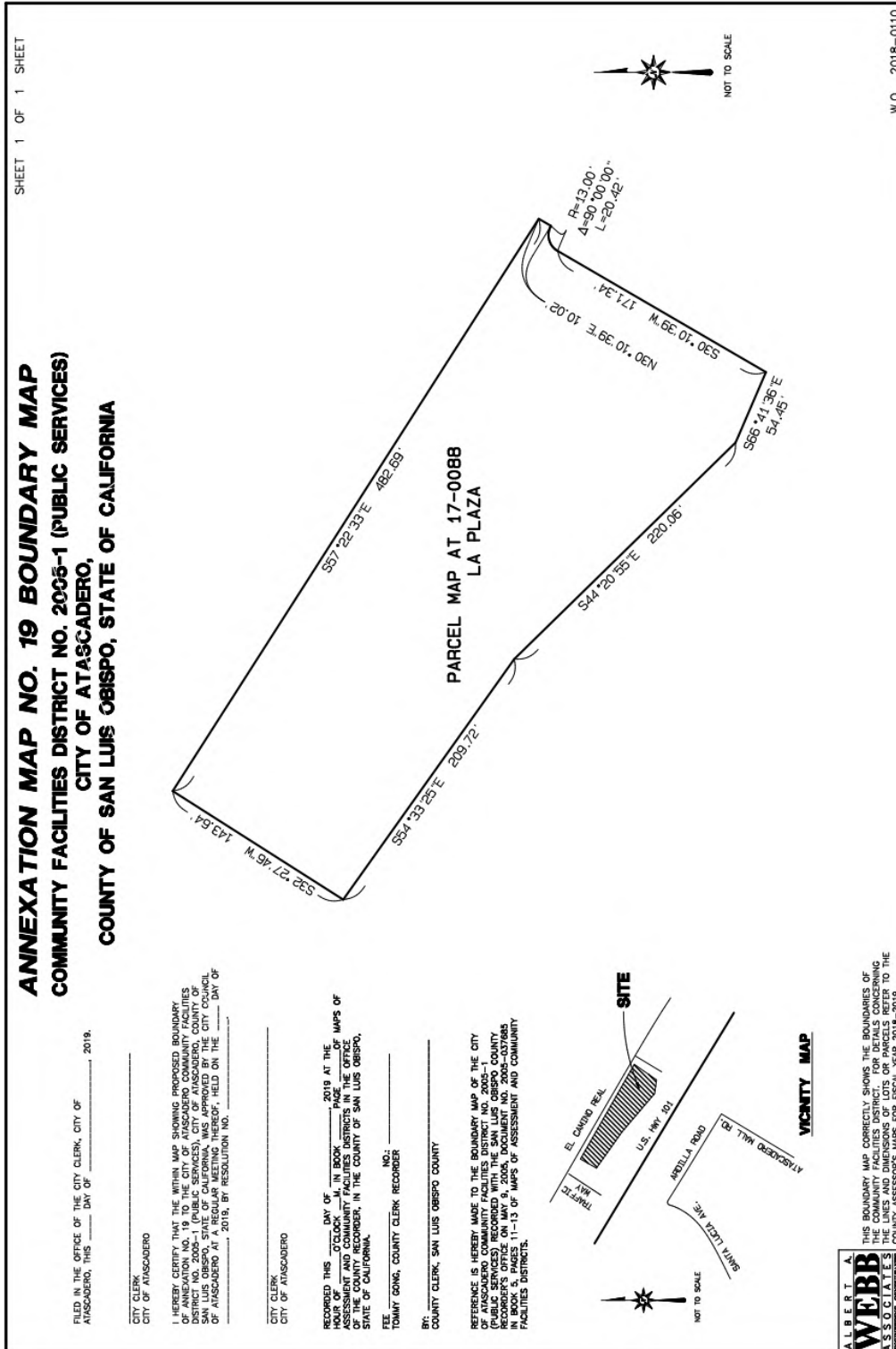


EXHIBIT "B"

**CITY OF ATASCADERO
COMMUNITY FACILITIES DISTRICT 2005-1
(PUBLIC SERVICES)
ANNEXATION NO. 19
RATE AND METHOD OF APPORTIONMENT**

**CITY OF ATASCADERO
COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC
SERVICES) RATE AND METHOD OF APPORTIONMENT**

A Special Tax of Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero ("CFD") shall be levied on all Assessor's Parcels in the CFD and collected each Fiscal Year commencing in Fiscal Year 2005-06 in an amount determined by the City through the application of the rate and method of apportionment of the Special Tax set forth below. All of the real property in the CFD, unless exempted by law or by the provisions hereof, shall be taxed for the purposes, to the extent and in the manner herein provided.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

"Acre or Acreage" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final subdivision map, other final map, other parcel map, other condominium plan, or functionally equivalent map or instrument recorded in the Office of the County Recorder. The square footage of an Assessor's Parcel is equal to the Acreage multiplied by 43,560.

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2 of Title 5 of the Government Code of the State of California.

"Administrative Expenses" means the actual or estimated costs incurred by the City as administrator of the CFD to determine, levy and collect the Special Taxes, including salaries, benefits and overhead costs of City employees whose duties are directly related to administration of the CFD and the fees of consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the general tax rolls, preparation of required reports; and any other costs required to administer the CFD as determined by the City.

"Affordable Unit(s)" means dwelling units located on one or more Assessor's Parcels of Residential Property that are subject to deed restrictions, resale restrictions, and/or regulatory agreements recorded in favor of the City providing for affordable housing. Affordable Units will require annual application to the City for verification of

their affordable housing status. The City will have the authority to approve and establish policies regarding Affordable Housing Dwelling Units and their status.

Affordable dwelling units shall be classified as Affordable Units by the CFD Administrator in the chronological order in which the building permits for such property are issued.

"Annual Escalation Factor" means the greater of, five percent (5%) or the annual percentage change in the Consumer Price Index (CPI) of "All Urban Consumers" for the San Francisco-Oakland-San Jose Area.

"Approved Property" means an Assessor's Parcel and/or Lot in the District, which has a Final Map recorded prior to January 1st preceding the Fiscal Year in which the Special Tax is being levied, but for which no building permit has been issued prior to the May 1st preceding the Fiscal Year in which the

Special Tax is being levied. The term "Approved Property" shall apply only to Assessors' Parcels and/or Lots, which have been subdivided for the purpose of residential or commercial development, excluding any Assessor's Parcel that is designated as a remainder parcel determined by final documents and/or maps available to the CFD Administrator.

"Assessor's Parcel" means a lot or parcel shown in an Assessor's Parcel Map with an assigned assessor's parcel number.

"Assessor's Parcel Map" means an official map of the Assessor of the County designating parcels by assessor's parcel number.

"Base Year" means Fiscal Year ending June 30, 2006.

"CFD Administrator" means an official of the City, or designee thereof, responsible for determining the Special Tax Requirement and providing for the levy and collection of the Special Taxes.

"CFD" means Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero.

"City" means the City of Atascadero.

"Council" means the City Council of the City of Atascadero, acting as the legislative body of the CFD.

"County" means the County of San Luis Obispo, California.

"Developed Property" means all Taxable Property, exclusive of Property Owner Association Property, or Public Property, for which a building permit was issued

after July 1, 2004 and prior to May 1st preceding the Fiscal Year in which the Special Tax is being levied.

"Final Map" means an Assessor's Parcel Map, a final subdivision map, other parcel map, other final map, other condominium plan, or functionally equivalent map that has been recorded in the Office of the County Recorder.

"Fiscal Year" means the period starting July 1 and ending on the following June 30.

"Land Use Class" means any of the classes listed in Table 1.

"Lot" means property within a recorded Final Map identified by a lot number for which a building permit has been issued or may potentially be issued.

"Maximum Special Tax" means the maximum Special Tax, determined in accordance with Section C below that can be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

"Multi-Family Residence" means all Assessor's Parcels of Developed Property for which a building permit has been issued for a residential structure consisting of two or more residential units that share common walls, including, but not limited to, duplexes, triplexes, townhomes, condominiums, apartment units, and secondary units as defined in Ordinance No. 454.

"Non-Residential Property" means all Assessor's Parcels of Developed Property for which a building permit(s) has been issued for a non-residential use and does not contain any residential units as defined under Residential Property or Multi-Family Property.

"Park Services" means the estimated and reasonable costs for maintaining authorized parks within the City.

"Property Owner Association Property" means any property within the boundaries of the CFD that is owned by, or irrevocably dedicated as indicated in an instrument recorded with the County Recorder to, a property owner association, including any master or sub-association.

"Proportionately" means in a manner such that the ratio of the actual Special Tax levy to the Maximum Special Tax is equal for all Assessor's Parcels within each Land Use Class.

"Public Property" means any property within the boundaries of the CFD that is, at the time of the CFD formation or at the time of an annexation, expected to be used for rights-of-way, parks, schools or any other public purpose and is owned by or irrevocably offered for dedication to the federal government, the State, the County, the City or any other public agency.

"Public Safety Costs" means the estimated and reasonable costs of providing Public Safety services, including but not limited to (i) the costs of contracting for police and fire services, (ii) related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus, supplies, (iii) the salaries and benefits of City staff if the City directly provides police and fire protection services, and (iv) City overhead costs associated with providing such services within the CFD. The Special Tax provides only partial funding for Public Safety.

"Residential Unit" means any residence in which a person or persons may live, which comprises an independent facility capable of conveyance separate from adjacent residential dwelling units and is not considered to be for commercial or industrial use. This includes Single-Family Residence and Multi-Family Residence.

"Single-Family Residence" means all Assessor's Parcels of Developed Property for which a building permit(s) has been issued for purposes of constructing one residential dwelling unit.

"Special Tax" means the Special Tax to be levied in each Fiscal Year on each Assessor's Parcel of Taxable Property to fund the Special Tax Requirement, and shall include Special Taxes levied or to be levied under Sections C and D, below.

"Special Tax Requirement" means that amount required in any Fiscal Year for the CFD to: (i) pay for Public Safety Costs; (ii) pay for Park Services; (iii) pay reasonable Administrative Expenses; (vi) pay any amounts required to establish or replenish any reserve funds; and (v) pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year; less any surplus of funds available from the previous Fiscal Year's Special Tax levy.

"State" means the State of California.

"Taxable Property" means all of the Assessor's Parcels within the boundaries of the CFD that are not exempt from the Special Tax pursuant to law or as defined below.

"Tax-Exempt Property" means an Assessor's Parcel not subject to the Special Tax. Tax-Exempt Property includes: (i) Public Property, (ii) Property Owner Association Property, and (iii) property designated by the City or CFD Administrator as Tax-Exempt Property.

"Undeveloped Property" means, for each Fiscal Year, all Taxable Property not classified as Developed Property or Approved Property, including an Assessor's Parcel that is designated as a remainder parcel and is not identified as potential Public Property by any final document and/or maps available to the CFD Administrator.

B. ASSIGNMENT TO LAND USE CATEGORIES

Each Fiscal Year using the definitions above, all Taxable Property within the CFD shall be classified as Developed Property, Approved Property, Non-Residential Property, or

Undeveloped Property. Developed Property shall further be classified as Residential Units as specified in Table 1 and shall be subject to Special Taxes pursuant to Sections C and D below.

C. MAXIMUM SPECIAL TAX RATE

1. Developed Property

**TABLE 1
 Maximum Special Tax for Developed Property
 Community Facilities District No. 2005-1 (Public Services)**

Land Use Class	Description	Maximum Special Tax Per Unit
1	Residential Units	\$440 per Unit
2	Affordable Units	\$0 per Unit

On each July 1 following the Base Year, the Maximum Special Tax Rates shall be increased in accordance with the Annual Escalation Factor.

2. Approved Property

**TABLE 2
 Maximum Special Tax for Approved Property
 Community Facilities District No. 2005-1 (Public Services)**

Land Use Class	Description	Maximum Special Tax Per Lot
3	Approved Property	\$231 per Lot

On each July 1 following the Base Year, the Maximum Special Tax Rate shall be increased in accordance with the Annual Escalation Factor.

3. Non-residential Property

**TABLE 3
 Maximum Special Tax for Non-Residential Property
 Community Facilities District No. 2005-1 (Public Services)**

Land Use Class	Description	Maximum Special Tax Per Acre
4	Non-Residential Property	\$1,848 per Acre

The minimum special tax Non-Residential Property shall be subject to is \$50 per parcel. On each July 1 following the Base Year, the Maximum Special Tax Rate for Non-Residential Property shall be increased in accordance with the Annual Escalation Factor.

4. Multiple Land Use Classes

In some instances an Assessor’s Parcel may contain more than one Land Use Class. The Maximum Special Tax levied on an Assessor’s Parcel shall be the sum of the Maximum Special Tax levies that can be imposed on all Land Use Classes located on that Assessor’s Parcel.

5. Undeveloped Property

Undeveloped Property will be assigned a Maximum Special Tax Rate of \$410 per acre or portion thereof, with a minimum rate of \$100 for Undeveloped Property less than or equal to one-fourth (1/4) of an Acre as described in Table 4.

TABLE 4
Maximum Special Tax for Undeveloped Property
Community Facilities District No. 2005-1 (Public Services)

Land Use Class	Description	Maximum Special Tax Per Parcel/Acre
5	Undeveloped Property 1/4 Acre	\$100 per Parcel
6	Undeveloped Property >1/4 Acre	\$410 per Acre

On each July 1 following the Base Year, the Maximum Special Tax Rate, for Undeveloped Property, shall be increased in accordance with the Annual Escalation Factor

D. METHOD OF APPORTIONMENT OF THE SPECIAL TAX

Commencing with Fiscal Year 2005-06, and for each following Fiscal Year, the CFD Administrator shall calculate the Special Tax Requirement based on the definitions in Section A and levy the Special Tax until the amount of the Special Tax levied equals the Special Tax Requirement. The Special Tax shall be levied each Fiscal Year on each Assessor’s Parcel of Developed Property Proportionately between Residential Units up to 100% of the applicable Maximum Special Tax. Second, if the Special Tax Requirement has not been satisfied by the first step, then the Special Tax shall be levied each Fiscal Year on each Assessor’s Parcel of Approved Property up to 100% of the applicable Maximum Special Tax for Approved Property. Third, if the first two steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each Fiscal Year on each Assessor’s Parcel of Non-Residential Property up to 100% of the applicable Maximum Special Tax for Non-Residential Property. Lastly, if the preceding steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each Fiscal Year on each Assessor’s Parcel of Undeveloped Property up to 100% of the applicable Maximum Special Tax for Undeveloped Property.

E. APPEALS

Any taxpayer that believes that the amount of the Special Tax assigned to a Parcel is in error may file a written notice with the CFD Administrator appealing the levy of the Special Tax. This notice is required to be filed with the CFD Administrator during the Fiscal Year the error is believed to have occurred. The CFD Administrator or designee will then promptly review the appeal and, if necessary, meet with the taxpayer. If the CFD Administrator verifies that the tax should be changed the Special Tax levy shall be corrected and, if applicable in any case, a refund shall be granted.

F. MANNER OF COLLECTION

Special Tax as levied pursuant to Section D above shall be collected in the same manner and at the same time as ordinary *ad valorem* property taxes; provided, however, that the CFD Administrator may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet the financial obligations of the CFD or as otherwise determined appropriate by the CFD Administrator.

G. TERM OF SPECIAL TAX

The Special Tax shall be levied in perpetuity or until such time as Council terminates the Special Tax.

**PETITION
(With Waivers)**

**Regarding Proceeding for Annexation of Territory to
Community Facilities District No. 2005-1 (Public Services)
and Related Matters**

To the Honorable City Council,
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422

Members of the Council:

This is a petition to institute proceedings to annex territory, including the property identified and described in Exhibit "A", to Community Facilities District No. 2005-1 (Public Services) (CFD No. 2005-1) within the City of Atascadero and related matters pursuant to the Mello-Roos Community Facilities Act of 1982, commencing with Section 53311 of the California Government Code of the State of California (the "Act"), and it states as follows:

1. Petitioner. This Petition is submitted by the person (the "Petitioner") (whether one or more) identified below as or for the record owner(s) of the parcels of land identified below (the "Property"). The undersigned warrants to the City of Atascadero that the Petitioner is such owner, or is a legally authorized representative of such owner(s), and that such ownership constitutes ownership of more than 10% of the property to be annexed, described in Exhibit "A" attached hereto and more particularly described in Section 3 herein.

2. Proceedings Requested. This Petition asks that the City Council undertake proceedings under the Act to annex territory to CFD No. 2005-1 and to levy special taxes therein for the purpose of financing all or part of the public services (the "Services") shown in Exhibit "B" attached hereto and made a part hereof.

3. Boundaries. This Petition asks that the territory, to be included in the boundaries of the annexation, consist of that shown on a map of the proposed boundaries of Annexation No. 19 filed with the City Clerk of the City of Atascadero and which map is attached hereto as Exhibit "A" and hereby made a part this Petition and which map includes the Property.

4. **Special Taxes.** The Petitioner agrees that it has reviewed and approves the Rate and Method of Apportionment of Special Taxes attached hereto as Exhibit "C" and made a part hereof, which Rate and Method has previously been adopted by the City Council of the City of Atascadero to be used by the City for the levy of Special Taxes in CFD No. 2005-1 and any future annexations to CFD No. 2005-1 to pay for the Services.

5. **Election.** The Petitioner asks that the special election to be held under the Act, to authorize the special taxes and to establish any appropriations limits for Annexation No. 19, be conducted by the City of Atascadero and its officials, using a mailed or hand-delivered ballot and that such ballot be canvassed and the results certified at the same meeting of the City Council for the public hearing for Annexation No. 19 to CFD No. 2005-1 under the Act or as soon thereafter as possible.

6. **Waivers.** To expedite the completion of the proceedings for Annexation No. 19 to CFD No. 2005-1, the Petitioner waives all notices of hearing and all published notices regarding the annexation of territory of Annexation No. 19 to CFD No. 2005-1, notices of election, applicable waiting periods under the Act for the election and all ballot arguments and analysis for the election, it being acknowledged by the Petitioner that all such notices are for the benefit of the Petitioner and may be waived. The Petitioner agrees to timely complete and return a consent and waiver to be provided to Petitioner by the City of Atascadero in order to expedite such proceedings.

7. **Authority Warranted.** The Petitioner warrants to the City of Atascadero that presentation of Petition, any waivers contained herein, casting of ballots at the property owner election and other actions mandated by the City of Atascadero to annex Annexation No. 19 to CFD No. 2005-1 shall not constitute or be construed as events of default or delinquencies under any existing or proposed financing documents entered into or to be entered into by the Petitioner for the Property, including any "due-on-encumbrance" clauses under any existing security instruments secured by the Property. If requested by the City of Atascadero, the Petitioner agrees, at its expense, to supply to the City of Atascadero, current title evidence so that the City of Atascadero may supply any notice and ballot required under the Act to annex Annexation No. 19 to CFD No. 2005-1.

8. **Due-Diligence and Disclosures.** The Petitioner agrees to cooperate with the City of Atascadero, its attorneys and consultants, and provide all information and disclosures required by the City of Atascadero about the Special Taxes to purchasers of the Property or any part of it.

9. **Agreements.** The Petitioner further agrees to execute such additional or supplemental agreements as may be required by the City of Atascadero to provide for any of the actions and conditions under this Petition, including any amount of cash deposit required to pay for the City of Atascadero's costs to annex Annexation

No. 19 to CFD No. 2005-1. By executing this Petition, the Petitioner agrees to all of the above.

In addition, because the property within the proposed annexation area is expected to consist of both residential and commercial property, it is anticipated that the commercial property will generate additional tax revenue which will offset a portion of the City's costs in providing park, police, and fire services. As a result, the Petitioner agrees to provide the City information pertaining to the fiscal contributions of the commercial portion of the development to determine the amount to be levied annually. The City agrees to utilize this information as needed to determine if the additional revenue generated by the commercial property will be used to offset the annual special tax levy.

The Property is San Luis Obispo County
Assessor Parcel No(s):

030-193-003
030-191-016
030-191-017
030-191-030
030-191-031
030-191-033

and the Property contains a total of 1.83
acres.

The Petitioner (record owner) is:
Z3, LLC

By: Max Zappas

The address of the above for receiving
any notice and ballot is:
PO Box 1327
Atascadero, CA 93423

EXHIBIT A
 ANNEXATION MAP

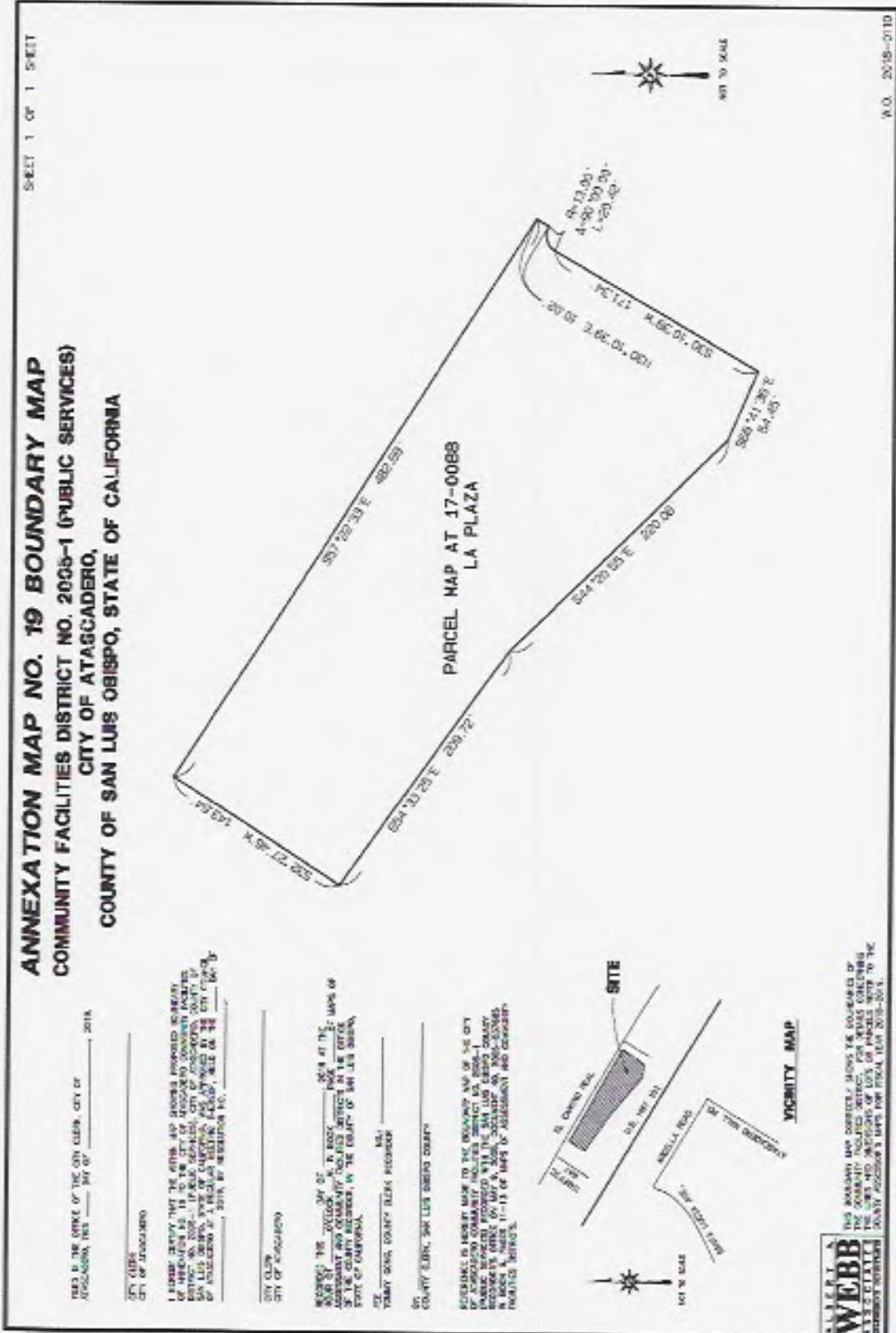


EXHIBIT B

DESCRIPTION OF SERVICES

POLICE AND FIRE SERVICES

Police services and fire protection and suppression services (the "Services") of the City Atascadero required to sustain the service delivery capability for emergency and non-emergency services to new growth areas of the City of Atascadero, including but not limited to, related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus, services, supplies and personnel: provided, however, that any increases in special taxes for costs related to employee wages and benefits shall be limited as provided the Rate Method of Apportionment of Special to fund such Services.

PARK SERVICE

Park services of the City of Atascadero required for the operation and maintenance of public parks.

EXHIBIT C

RATE AND METHOD OF APPORTIONMENT

CITY OF ATASCADERO
COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES)
RATE AND METHOD OF APPORTIONMENT

A Special Tax of Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero ("CFD") shall be levied on all Assessor's Parcels in the CFD and collected each Fiscal Year commencing in Fiscal Year 2005-06 in an amount determined by the City through the application of the rate and method of apportionment of the Special Tax set forth below. All of the real property in the CFD, unless exempted by law or by the provisions hereof, shall be taxed for the purposes, to the extent and in the manner herein provided.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

"Acre or Acreage" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final subdivision map, other final map, other parcel map, other condominium plan, or functionally equivalent map or instrument recorded in the Office of the County Recorder. The square footage of an Assessor's Parcel is equal to the Acreage multiplied by 43,560.

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2 of Title 5 of the Government Code of the State of California.

"Administrative Expenses" means the actual or estimated costs incurred by the City as administrator of the CFD to determine, levy and collect the Special Taxes, including salaries, benefits and overhead costs of City employees whose duties are directly related to administration of the CFD and the fees of consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the general tax rolls, preparation of required reports; and any other costs required to administer the CFD as determined by the City.

"Affordable Unit(s)" means dwelling units located on one or more Assessor's Parcels of Residential Property that are subject to deed restrictions, resale restrictions, and/or regulatory agreements recorded in favor of the City providing for affordable housing. Affordable Units will require annual application to the City for verification of their affordable housing status. The City will have the authority to approve and establish policies regarding Affordable Housing Dwelling Units and their status.

Affordable dwelling units shall be classified as Affordable Units by the CFD Administrator in the chronological order in which the building permits for such property are issued.

"Annual Escalation Factor" means the greater of, five percent (5%) or the annual percentage change in the Consumer Price Index (CPI) of "All Urban Consumers" for the San Francisco-Oakland-San Jose Area.

"Approved Property" means an Assessor's Parcel and/or Lot in the District, which has a Final Map recorded prior to January 1st preceding the Fiscal Year in which the Special Tax is being levied, but for which no building permit has been issued prior to the May 1st preceding the Fiscal Year in which the Special Tax is being levied. The term "Approved Property" shall apply only to Assessors' Parcels and/or Lots, which have been subdivided for the purpose of residential or commercial development, excluding

any Assessor's Parcel that is designated as a remainder parcel determined by final documents and/or maps available to the CFD Administrator.

"Assessor's Parcel" means a lot or parcel shown in an Assessor's Parcel Map with an assigned assessor's parcel number.

"Assessor's Parcel Map" means an official map of the Assessor of the County designating parcels by assessor's parcel number.

"Base Year" means Fiscal Year ending June 30, 2006.

"CFD Administrator" means an official of the City, or designee thereof, responsible for determining the Special Tax Requirement and providing for the levy and collection of the Special Taxes.

"CFD" means Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero.

"City" means the City of Atascadero.

"Council" means the City Council of the City of Atascadero, acting as the legislative body of the CFD.

"County" means the County of San Luis Obispo, California.

"Developed Property" means all Taxable Property, exclusive of Property Owner Association Property, or Public Property, for which a building permit was issued after July 1, 2004 and prior to May 1st preceding the Fiscal Year in which the Special Tax is being levied.

"Final Map" means an Assessor's Parcel Map, a final subdivision map, other parcel map, other final map, other condominium plan, or functionally equivalent map that has been recorded in the Office of the County Recorder.

"Fiscal Year" means the period starting July 1 and ending on the following June 30.

"Land Use Class" means any of the classes listed in Table 1.

"Lot" means property within a recorded Final Map identified by a lot number for which a building permit has been issued or may potentially be issued.

"Maximum Special Tax" means the maximum Special Tax, determined in accordance with Section C below that can be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

"Multi-Family Residence" means all Assessor's Parcels of Developed Property for which a building permit has been issued for a residential structure consisting of two or more residential units that share common walls, including, but not limited to, duplexes, triplexes, townhomes, condominiums, apartment units, and secondary units as defined in Ordinance No. 454.

"Non-Residential Property" means all Assessor's Parcels of Developed Property for which a building permit(s) has been issued for a non-residential use and does not contain any residential units as defined under Residential Property or Multi-Family Property.

"Park Services" means the estimated and reasonable costs for maintaining authorized parks within the City.

"Property Owner Association Property" means any property within the boundaries of the CFD that is owned by, or irrevocably dedicated as indicated in an instrument recorded with the County Recorder to, a property owner association, including any master or sub-association.

"Proportionately" means in a manner such that the ratio of the actual Special Tax levy to the Maximum Special Tax is equal for all Assessor's Parcels within each Land Use Class.

"Public Property" means any property within the boundaries of the CFD that is, at the time of the CFD formation or at the time of an annexation, expected to be used for rights-of-way, parks, schools or any other public purpose and is owned by or irrevocably offered for dedication to the federal government, the State, the County, the City or any other public agency.

"Public Safety Costs" means the estimated and reasonable costs of providing Public Safety services, including but not limited to (i) the costs of contracting for police and fire services, (ii) related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus, supplies, (iii) the salaries and benefits of City staff if the City directly provides police and fire protection services, and (iv) City overhead costs associated with providing such services within the CFD. The Special Tax provides only partial funding for Public Safety.

"Residential Unit" means any residence in which a person or persons may live, which comprises an independent facility capable of conveyance separate from adjacent residential dwelling units and is not considered to be for commercial or industrial use. This includes Single-Family Residence and Multi-Family Residence.

"Single-Family Residence" means all Assessor's Parcels of Developed Property for which a building permit(s) has been issued for purposes of constructing one residential dwelling unit.

"Special Tax" means the Special Tax to be levied in each Fiscal Year on each Assessor's Parcel of Taxable Property to fund the Special Tax Requirement, and shall include Special Taxes levied or to be levied under Sections C and D, below.

"Special Tax Requirement" means that amount required in any Fiscal Year for the CFD to: (i) pay for Public Safety Costs; (ii) pay for Park Services; (iii) pay reasonable Administrative Expenses; (vi) pay any amounts required to establish or replenish any reserve funds; and (v) pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year, less any surplus of funds available from the previous Fiscal Year's Special Tax levy.

"State" means the State of California.

"Taxable Property" means all of the Assessor's Parcels within the boundaries of the CFD that are not exempt from the Special Tax pursuant to law or as defined below.

"Tax-Exempt Property" means an Assessor's Parcel not subject to the Special Tax. Tax-Exempt Property includes: (i) Public Property, (ii) Property Owner Association Property, and (iii) property designated by the City or CFD Administrator as Tax-Exempt Property.

"Undeveloped Property" means, for each Fiscal Year, all Taxable Property not classified as Developed Property or Approved Property, including an Assessor's Parcel that is designated as a remainder parcel and is not identified as potential Public Property by any final document and/or maps available to the CFD Administrator.

B. ASSIGNMENT TO LAND USE CATEGORIES

Each Fiscal Year using the definitions above, all Taxable Property within the CFD shall be classified as Developed Property, Approved Property, Non-Residential Property, or Undeveloped Property. Developed Property shall further be classified as Residential Units as specified in Table 1 and shall be subject to Special Taxes pursuant to Sections C and D below.

C. MAXIMUM SPECIAL TAX RATE

1. Developed Property

TABLE 1
Maximum Special Tax for Developed Property
Community Facilities District No. 2005-1 (Public Services)

Land Use Class	Description	Maximum Special Tax Per Unit
1	Residential Units	\$440 per Unit
2	Affordable Units	\$0 per Unit

On each July 1 following the Base Year, the Maximum Special Tax Rates shall be increased in accordance with the Annual Escalation Factor.

2. Approved Property

TABLE 2
Maximum Special Tax for Approved Property
Community Facilities District No. 2005-1 (Public Services)

Land Use Class	Description	Maximum Special Tax Per Lot
3	Approved Property	\$231 per Lot

On each July 1 following the Base Year, the Maximum Special Tax Rate shall be increased in accordance with the Annual Escalation Factor.

3. Non-residential Property

TABLE 3
Maximum Special Tax for Non-Residential Property
Community Facilities District No. 2005-1 (Public Services)

Land Use Class	Description	Maximum Special Tax Per Acre
4	Non-Residential Property	\$1,848 per Acre

The minimum special tax Non-Residential Property shall be subject to is \$50 per parcel. On each July 1 following the Base Year, the Maximum Special Tax Rate for Non-Residential Property shall be increased in accordance with the Annual Escalation Factor.

4. Multiple Land Use Classes

In some instances an Assessor's Parcel may contain more than one Land Use Class. The Maximum Special Tax levied on an Assessor's Parcel shall be the sum of the Maximum Special Tax levies that can be imposed on all Land Use Classes located on that Assessor's Parcel.

5. Undeveloped Property

Undeveloped Property will be assigned a Maximum Special Tax Rate of \$410 per acre or portion thereof, with a minimum rate of \$100 for Undeveloped Property less than or equal to one-fourth (1/4) of an Acre as described in Table 4.

TABLE 4
Maximum Special Tax for Undeveloped Property
Community Facilities District No. 2005-1
(Public Services)

Land Use Class	Description	Maximum Special Tax Per Parcel/Acre
5	Undeveloped Property 1/4 Acre	\$100 per Parcel
6	Undeveloped Property >1/4 Acre	\$410 per Acre

On each July 1 following the Base Year, the Maximum Special Tax Rate, for Undeveloped Property, shall be increased in accordance with the Annual Escalation Factor

D. METHOD OF APPORTIONMENT OF THE SPECIAL TAX

Commencing with Fiscal Year 2005-06, and for each following Fiscal Year, the CFD Administrator shall calculate the Special Tax Requirement based on the definitions in Section A and levy the Special Tax until the amount of the Special Tax levied equals the Special Tax Requirement. The Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Developed Property Proportionately between Residential Units up to 100% of the applicable Maximum Special Tax. Second, if the Special Tax Requirement has not been satisfied by the first step, then the Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Approved Property up to 100% of the applicable Maximum Special Tax for Approved Property. Third, if the first two steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Non-Residential Property up to 100% of the applicable Maximum Special Tax for Non-Residential Property. Lastly, if the preceding steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Undeveloped Property up to 100% of the applicable Maximum Special Tax for Undeveloped Property.

E. APPEALS

Any taxpayer that believes that the amount of the Special Tax assigned to a Parcel is in error may file a written notice with the CFD Administrator appealing the levy of the Special Tax. This notice is required to be filed with the CFD Administrator during the Fiscal Year the error is believed to have occurred. The CFD Administrator or designee will then promptly review the appeal and, if necessary, meet with the taxpayer. If the CFD Administrator verifies that the tax should be changed the Special Tax levy shall be corrected and, if applicable in any case, a refund shall be granted.

F. MANNER OF COLLECTION

Special Tax as levied pursuant to Section D above shall be collected in the same manner and at the same time as ordinary *ad valorem* property taxes; provided, however, that the CFD Administrator may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet the financial obligations of the CFD or as otherwise determined appropriate by the CFD Administrator.

G. TERM OF SPECIAL TAX

The Special Tax shall be levied in perpetuity or until such time as Council terminates the Special Tax.



Atascadero City Council

Staff Report – Administrative Services Department

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 is able to 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 2014, 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 44 years. RCS provided similar services for the City in 2002 and 2006.

Fee increases were considered and adopted by Council on May 13, 2014. At that time, Council directed staff to bring back the issue of adjusting fees annually using the Consumer Price Index (CPI). The CPI adjustment for year ending 2018 is 3.49%. The CPI used was the California weighted average change from calendar 2017 to 2018 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 have remained unchanged, with a few exceptions.

Zoo admission fees have been updated to better reflect market conditions and to recover more of the costs of operating the Zoo. General admissions will change from \$7 to \$10, admissions for seniors will change from \$6 to \$9, and admissions for children ages 3-12 will change from \$5 to \$8.

The Colony Park Community Center has added a new program, the Teen Center Summer Club. This program will be open to kids in 6th to 9th grades, Monday through Friday from 1:00 pm to 4:00 pm during the summer for six weeks. The program will include a theme each day of the week like sports, cooking, chess, and arts and crafts. The proposed fee for the Teen Center Summer Club is \$55 per week.

Similarly, Council has historically indicated their intention to have development pay for itself. The majority of the development fees proposed are at 100% cost recovery. If development fees are 100% user supported, general taxes are not diverted from general services of the broader community and are thereby more equitable. Recovering the full cost of the service also allows the City to deliver the development services more efficiently as it helps to provide the funding for the staffing needs of the department.

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.

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.

ALTERNATIVES:

- Council may change any of the proposed fees not limited by State law.
- 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.

ATTACHMENTS:

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

DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ATASCADERO, CALIFORNIA 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 XIII B 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, 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 on file in the City Clerk’s Office and incorporated herein by this 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 in the Atascadero News 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 28, 2019, 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. 2018-032, setting forth such fees, and desires to amend and restate those resolutions, in combination with Resolution No. 2018-033 and Resolution No. 2019-010, to have all service fees contained in one 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 in 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 of the City of Atascadero held this ___ day of _____, 2019.

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

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

EXHIBIT A

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PLANNING			
19-001	ADMINISTRATIVE USE PERMIT REVIEW	\$729 per application No charge - Non-commercial wall mural	\$752 per application No charge - Non-commercial wall mural
19-001- Sign	SIGNAGE ADMINISTRATIVE USE PERMIT REVIEW	\$100 per application, inclusive of noticing and label generation fees	\$100 per application, inclusive of noticing and label generation fees
19-002	MINOR CONDITIONAL USE PERMIT REVIEW	\$1,195 per application	\$1,233 per application
19-003	MAJOR CONDITIONAL USE PERMIT REVIEW	\$4,287 per application	\$4,424 per application
19-004	VARIANCE APPLICATION	\$1,891 per application	\$1,952 per application
19-006	DEVELOPMENT AGREEMENT	\$13,158 deposit with staff charges at the fully allocated hourly rate + all outside or legal expenses	\$13,577 deposit with staff charges at the fully allocated hourly rate + all outside or legal expenses
19-007	SPECIFIC PLAN	\$9,869 deposit with staff charges at the fully allocated hourly rate + all outside or legal expenses	\$10,183 deposit with staff charges at the fully allocated hourly rate + all outside or legal expenses
19-008	GENERAL PLAN AMENDMENT	\$7,560 per application	\$7,801 per application
19-009	PLANNED DEVELOPMENT ZONE CHANGE	\$7,467 per application	\$7,705 per application

DRAFT FEE SCHEDULE

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PLANNING (continued)			
19-010	REZONING (MAP OR TEXT)	\$4,150 per application \$7,933- Rezoning with a General Plan Amendment	\$4,282 per application \$8,186- Rezoning with a General Plan Amendment
19-011	TENTATIVE PARCEL MAP	\$4,474 per application	\$4,616 per application
19-012	TENTATIVE TRACT MAP	\$6,157 per map + \$44 per lot over 15 lots	\$6,353 per map + \$45 per lot over 15 lots
19-013	CONDOMINIUM CONVERSION TENTATIVE MAP	\$3,251 per map + \$70 per unit over 15 units \$5,395 per map + \$70 per unit over 15 units for Condominium Conversion with a Major Conditional Use Permit	\$3,355 per map + \$72 per unit over 15 units \$5,566 per map + \$72 per unit over 15 units for Condominium Conversion with a Major Conditional Use Permit
19-014	PRECISE PLAN	\$2,242 per application	\$2,314 per application
19-015	RECONSIDERATION/AMEND REVIEW (MAP/CUP)	\$1,393 per application - Minor \$4,035 per application - Major	\$1,437 per application - Minor \$4,164 per application - Major
19-016	ENVIRONMENTAL IMPACT REPORT REVIEW	10% of contract consultant amount for City staff review	10% of contract consultant amount for City staff review
19-016A	ENVIRONMENTAL NEGATIVE DECLARATION	\$1,595 per application in addition to other application fees where applicable	\$1,646 per application in addition to other application fees where applicable
19-017	ANNEXATION	\$16,448 deposit with staff charges at the fully allocated hourly rate + all outside or legal expenses	\$16,971 deposit with staff charges at the fully allocated hourly rate + all outside or legal expenses

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PLANNING (continued)			
19-018	LOT LINE ADJUSTMENT REVIEW	\$1,420 per application - Historic Conflict Lot Line Adjustment \$2,379 per application - Other	\$1,465 per application - Historic Conflict Lot Line Adjustment \$2,455 per application - Other
19-019	LOT MERGER	\$1,442 per application	\$1,488 per application
19-020	REVERSION TO ACREAGE	\$2,209 per application	\$2,280 per application
19-021	AGRICULTURE PRESERVE CANCELLATION	\$1,870 per application	\$1,929 per application
19-022	SUBSTANTIAL CONFORMANCE FINDING	\$537 per application	\$554 per application
19-145	ALCOHOL BEVERAGE LICENSE	\$482 per application	\$498 per application
19-024	TEMPORARY OCCUPANCY REVIEW	Commercial - \$609 per application Residential - \$439 per application	Commercial - \$628 per application Residential - \$453 per application
19-025	ADMINISTRATIVE TIME EXTENSION REVIEW	\$433 per application	\$447 per application
19-026	PLANNING COMMISSION TIME EXTENSION REVIEW	\$795 per application	\$820 per application
19-027	CONTINUANCE	\$274 per application	\$283 per application
19-028	APPEAL TO PLANNING COMMISSION	\$762 per application (70% cost recovery)	\$786 per application (70% cost recovery)

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PLANNING (continued)			
19-029	APPEAL TO CITY COUNCIL	\$1,025 per application (70% cost recovery)	\$1,058 per application (70% cost recovery)
19-030	NATIVE TREE REMOVAL PERMIT	\$389 per permit- All trees other than Heritage trees \$916 per permit- Heritage trees	\$402 per permit- All trees other than Heritage trees \$945 per permit- Heritage trees
19-031	TREE PROTECTION PLAN / INSPECTION FOR BUILDING PERMIT	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$66 per review if done independently Major - \$258 per application +: 6-25 trees - \$33 per tree over 5 trees 26-100 trees - \$11 per each tree over 25 trees 100+ trees - \$4 per each tree over 100 trees Fee includes one inspection and one re-inspection	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$68 per review if done independently Major - \$266 per application +: 6-25 trees - \$34 per tree over 5 trees 26-100 trees - \$11 per each tree over 25 trees 100+ trees - \$5 per each tree over 100 trees Fee includes one inspection and one re-inspection
19-032	RE-INSPECT TREE PROTECTION	\$132 per inspection (Fee imposed on the third and any subsequent inspections)	\$136 per inspection (Fee imposed on the third and any subsequent inspections)
19-033	ANNUAL UTILITY TREE PERMIT	\$1,299 per application	\$1,341 per application
19-035	STREET NAME/RENAME PROCESS WITHOUT MAP	\$685 per application	\$707 per application
19-037	BUILDING ADDRESS ASSIGNMENT PROCESSING	\$504 per application	\$520 per application

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PLANNING (continued)			
19-038	REAL ESTATE LETTER	\$132 per letter	\$136 per letter
19-039	CONSTRUCTION OPERATION AFTER-HOURS	\$455 per application	\$470 per application
19-040A	PLANNING REVIEW / APPROVAL OF BUILDING PERMIT	Minor - \$99 per application Major - \$345 per application CUP/PD Compliance \$455 per application DRC Review \$389 per application +2.85% for document imaging	Minor - \$102 per application Major - \$356 per application CUP/PD Compliance \$470 per application DRC Review \$402 per application +2.85% for document imaging
19-040B	PLANNING INSPECTION	\$132 per inspection	\$136 per inspection
19-040C	PLANNING- EXTRA PLAN CHECK/INSPECTION	\$132 per hour OR 1.3 times the actual cost of contract consultant	\$136 per hour OR 1.3 times the actual cost of contract consultant
19-068	GENERAL PLAN MAINTENANCE	5% of all building permit fees, which includes new buildings and additions.	5% of all building permit fees, which includes new buildings and additions.
19-069A	DISTRICT FORMATION PROCESSING	\$4,331 per district + any outside consultant or legal costs	\$4,469 per district + any outside consultant or legal costs
19-069B	COMMUNITY FACILITY DISTRICT ANNEXATION	\$1,053 per district + any outside consultant or legal costs	\$1,086 per district + any outside consultant or legal costs

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
BUILDING			
19-041	BUILDING PLAN CHECK/INSPECTION FEE	Building Permit - The current International Code Council (ICC) Building Valuation Tables including inflation indexing Plumbing Permits-10% of Building Permit Fee (\$82 minimum) Mechanical Permits-10% of Building Permit Fee (\$82 minimum) Electrical Permits-10% of Building Permit Fee (\$82 minimum) Plan Check - 65% of Building Permit Fee Disabled Access - Additional 10% of Building Permit Fee Energy Efficiency - Additional 10% of Building Permit Fee Outside plan check - 1.3 times the cost of an outside consultant Document Imaging-2.85% of Permit/Plan Check Fees	Building Permit - The current International Code Council (ICC) Building Valuation Tables including inflation indexing Plumbing Permits-10% of Building Permit Fee (\$85 minimum) Mechanical Permits-10% of Building Permit Fee (\$85 minimum) Electrical Permits-10% of Building Permit Fee (\$85 minimum) Plan Check - 65% of Building Permit Fee Disabled Access - Additional 10% of Building Permit Fee Energy Efficiency - Additional 10% of Building Permit Fee Outside plan check - 1.3 times the cost of an outside consultant Document Imaging-2.85% of Permit/Plan Check Fees

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
BUILDING (continued)			
19-041C	OVER THE COUNTER MISCELLANEOUS BUILDING PERMIT	Water Heater - \$82 + 2.85% for document imaging Minor (1 inspection) - \$197 per permit + 2.85% for document imaging Major (2 inspections) - \$291 per permit + 2.85% for document imaging	Water Heater - \$85 + 2.85% for document imaging Minor (1 inspection) - \$204 per permit + 2.85% for document imaging Major (2 inspections) - \$300 per permit + 2.85% for document imaging
19-041D	EXPRESS BUILDING PERMIT	\$493 per permit + 2.85% for document imaging except: Solar Systems - \$356 per permit + 2.85% for document imaging	\$509 per permit + 2.85% for document imaging except: Solar Systems - \$368 per permit + 2.85% for document imaging
19-041D-Sign	EXPRESS SIGN PERMIT	\$50 per permit, inclusive of noticing and label generation fees + 2.85% for document imaging	\$50 per permit, inclusive of noticing and label generation fees + 2.85% for document imaging Exclusive of Monument Signs and Pole Signs
19-048	PLAN REVISION CHECKING	\$132 + actual cost of City staff at the full allocated hourly rates or actual cost of consultant + 2.85% for document imaging	\$136 + actual cost of City staff at the fully allocated hourly rates or actual cost of consultant + 2.85% for document imaging
19-049	BUILDING - EXTRA PLAN CHECK/INSPECTION	Plan Check - \$22 + \$123 per hour, 1 hour minimum or the actual cost of contract consultant Inspection - \$148 per extra inspection	Plan Check - \$23 + \$127 per hour, 1 hour minimum or the actual cost of contract consultant Inspection - \$153 per extra inspection
19-050	RESTAMPING OF APPROVED PLANS	Residential - \$197 per plan Commercial - \$373 per plan	Residential - \$204 per plan Commercial - \$385 per plan

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
BUILDING (continued)			
19-051	LOST INSPECTION CARD	\$88 per card	\$91 per card
19-051A	CHANGE OF CONTRACTOR OR RESPONSIBLE PARTY	\$137 per application	\$141 per application
19-052	APPEAL TO BOARD OF APPEALS	\$746 per appeal for 70% cost recovery	\$769 per appeal for 70% cost recovery
19-999	MISCELLANEOUS COMMUNITY DEVELOPMENT SERVICES	All legal, consultant and other direct costs + fully allocated hourly rate of all staff time involved.	All legal, consultant and other direct costs + fully allocated hourly rate of all staff time involved.
19-117	CHANGE OF OCCUPANCY	\$198 per application	\$205 per application
19-128	DOCUMENT IMAGING FEE	2.85% of permit fee	2.85% of plan check fee
19-147	NOTICE OF NON-COMPLIANCE	\$236 each + county fees	\$243 each + county fees

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
FIRE DEVELOPMENT			
19-042	FIRE BUILDING PLAN CHECK/INSPECTION	\$93 per permit +2.85 % for document imaging	\$96 per permit +2.85 % for document imaging
19-042A	FIRE SPRINKLER PLAN CHECK	New Residential - \$225 +actual cost of consultant Tenant Improvement Residential Plan Check - \$159 + actual cost of consultant Commercial Plan Check - \$121 + actual cost of City staff at the fully allocated hourly rates or actual cost of consultant +2.85% for document imaging	New Residential - \$232 + actual cost of consultant Tenant Improvement Residential Plan Check - \$164 + actual cost of consultant Commercial Plan Check - \$124 + actual cost of City staff at the fully allocated hourly rates or actual cost of consultant +2.85% for document imaging
19-042B	FIRE SPRINKLER INSPECTION	Residential - \$170 Commercial - Charges at the fully allocated hourly rates for all personnel involved + all outside expenses	Residential - \$175 Commercial - Charges at the fully allocated hourly rates for all personnel involved + all outside expenses
19-042C	EXTRA FIRE PLAN CHECK/INSPECTION	\$137 per hour extra plan check or inspection OR 1.3 times the actual cost of contract consultant (Fee to be assessed after initial plan check/inspection and one re-check/inspection)	\$141 per hour extra plan check or inspection OR 1.3 times the actual cost of contract consultant (Fee to be assessed after initial plan check/inspection and one re-check/inspection)
19-042D	SPRINKLER EXPRESS PLAN CHECK/INSPECTION	\$148 per permit +2.85% for document imaging	\$153 per permit +2.85% for document imaging

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
FIRE DEVELOPMENT (continued)			
19-043A	FIRE ALARM PLAN CHECK	\$148 + actual cost of contract consultant + 2.85% for document imaging	\$153 + actual cost of contract consultant + 2.85% for document imaging
19-043B	FIRE ALARM INSPECTION	Single Family Residential - \$60 Other - Charges at the fully allocated hourly rates of all personnel involved + all outside expenses	Single Family Residential - \$62 Other - Charges at the fully allocated hourly rates of all personnel involved + all outside expenses
19-044A	NEW FIRE HOOD/DUCT PLAN CHECK	\$148 + actual cost of consultant + 2.85% for document imaging	\$153 + actual cost of consultant + 2.85% for document imaging
19-044B	NEW FIRE HOOD/DUCT INSPECTION	\$104 per project	\$107 per project
19-045	PRIVATE HYDRANT SYSTEM PC/INSPECTION	\$296 per system + 2.85% for document imaging	\$305 per system + 2.85% for document imaging
19-130	OTHER FIRE SERVICES	Fully allocated hourly rate of all staff time involved.	Fully allocated hourly rate of all staff time involved.

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PUBLIC WORKS			
19-053	ON-SITE GRADING PLAN CHECK	Less than 50 Cubic Yard Permit: \$400 Single Family Residence/Accessory: \$696 Commercial: \$751 + \$170 per each 5,000 sq ft after the first 5,000 sq ft Multi Family: \$1,623 + \$60 per unit Tract: 5-50 lots-\$1,332 + \$41 per lot for each lot over 5 lots 50+ lots-\$3,158 + \$29 per lot for each lot over 50 lots + 2.85% for document imaging	Less than 50 Cubic Yard Permit: \$413 Single Family Residence/Accessory: \$718 Commercial: \$775 + \$175 per each 5,000 sq ft after the first 5,000 sq ft Multi Family: \$1,674 + \$62 per unit Tract: 5-50 lots-\$1,375 + \$42 per lot for each lot over 5 lots 50+ lots-\$3,265 + \$29 per lot for each lot over 50 lots + 2.85% for document imaging
19-053A	ON-SITE DRAINAGE PLAN CHECK	Single Family Residence: \$126 Commercial: \$263 + \$203 per each 5,000 sq. ft. after the first 5,000 sq. ft. Multi Family: \$482 + \$88 per unit Tract: 5-50 lots-\$439 + \$20 per lot for each lot over 5 lots 50+ lots-\$1,327 + \$11 per lot for each lot over 50 lots + 2.85% for document imaging	Single Family Residence: \$130 Commercial: \$272 + \$209 per each 5,000 sq. ft. after the first 5,000 sq. ft. Multi Family: \$498 + \$91 per unit Tract: 5-50 lots-\$453 + \$20 per lot for each lot over 5 lots 50+ lots-\$1,353 + \$11 per lot for each lot over 50 lots + 2.85% for document imaging

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PUBLIC WORKS (continued)			
19-053C	ENGINEERING-EXTRA PLAN CHCK/INSPECTION	\$46 per plan/inspection + \$170 per hour per extra plan check or inspection OR 1.3 times the actual cost of contract consultant (Fee to be assessed after initial plan check/inspection and one re-check/inspection)	\$48 per plan/inspection + \$175 per hour per extra plan check or inspection OR 1.3 times the actual cost of contract consultant (Fee to be assessed after initial plan check/inspection and one re-check/inspection)
19-054	ON-SITE GRADING INSPECTION	Single Family Residence/Accessory: \$269 Commercial: \$598 + \$296 per each 5,000 sq. ft. after the first 5,000 sq. ft. Multi Family: \$384 + \$55 per unit Tract: 5-50 lots-\$598 + \$52 per lot for each lot over 5 lots 50+ lots-\$2,917 + \$30 per lot for each lot over 50 lots	Single Family Residence/Accessory: \$277 Commercial: \$617 + \$305 per each 5,000 sq. ft. after the first 5,000 sq. ft. Multi Family: \$396 + \$57 per unit Tract: 5-50 lots-\$617 + \$53 per lot for each lot over 5 lots 50+ lots-\$3,002 + \$31 per lot for each lot over 50 lots
19-054A	ON-SITE DRAINAGE INSPECTION	Single Family Residence/Accessory: \$137 Commercial: \$439 + \$192 per each 5,000 sq. ft. after the first 5,000 sq. ft. Multi Family: \$439 + \$55 per unit Tract: 5-50 lots-\$768 + \$34 per lot for each lot over 5 lots 50+ lots-\$2,297 + \$20 per lot for each lot over 50 lots	Single Family Residence/Accessory: \$141 Commercial: \$453 + \$198 per each 5,000 sq. ft. after the first 5,000 sq. ft. Multi Family: \$453 + \$57 per unit Tract: 5-50 lots-\$792 + \$35 per lot for each lot over 5 lots 50+ lots-\$2,367 + \$20 per lot for each lot over 50 lots

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PUBLIC WORKS (continued)			
19-053W	SEPTIC SYSTEM PLAN CHECK	\$302 per plan + 2.85% for document imaging	\$311 per plan + 2.85% for document imaging
19-054W	SEPTIC SYSTEM INSPECTION	\$104 per permit	\$107 per permit
19-055	PUBLIC IMPROVEMENT PLAN CHECK	\$0 - \$50,000 - 4.25% of the Engineer's Estimate (\$548 minimum) \$50,001 - \$100,000 - \$2,330 + 0.65% of the Engineer's Estimate over \$50,000 \$100,001 - \$250,000 - \$2,686 + 0.2% of the Engineer's Estimate over \$100,000 \$250,001 - \$500,000 - \$3,015 + 0.65% of the Engineer's Estimate over \$250,000 \$500,001+ - \$4,797 + 0.2% of the Engineer's Estimate over \$500,000 + 2.85% for document imaging	\$0 - \$50,000 - 4.80% of the Engineer's Estimate (\$566 minimum) \$50,001 - \$100,000 - \$2,400 + 0.75% of the Engineer's Estimate over \$50,000 \$100,001 - \$250,000 - \$2,775 + 0.23% of the Engineer's Estimate over \$100,000 \$250,001 - \$500,000 - \$3,120 + 0.75% of the Engineer's Estimate over \$250,000 \$500,001+ - \$4,995 + 0.23% of the Engineer's Estimate over \$500,000 + 2.85% for document imaging

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PUBLIC WORKS (continued)			
19-055A	PUBLIC IMPROVEMENT INSPECTION	\$0 - \$50,000 - 3% of the Engineer's Estimate (\$548 minimum)	\$0 - \$50,000 - 3.4% of the Engineer's Estimate (\$566 minimum)
		\$50,001 - \$100,000 - \$1,645 + 1.3% of the Engineer's Estimate over \$50,000	\$50,001 - \$100,000 - \$1,700 + 1.5% of the Engineer's Estimate over \$50,000
		\$100,001+ - \$2,357 - + 0.4% of the Engineer's Estimate over \$100,000	\$100,001+ - \$2,450 + 0.45% of the Engineer's Estimate over \$100,000
19-056	TEMPORARY ENCROACHMENT PERMIT	\$126 per permit	\$130 per permit
19-057	MINOR ENCROACHMENT PERMIT	Driveway Approach - \$225	Driveway Approach - \$232
		Sidewalk - \$329 for first 50 linear feet + \$2 for each additional foot	Sidewalk - \$339 for first 50 linear feet + \$2 for each additional foot
		Curb/Gutter - \$329 for first 50 linear feet + \$2 for each additional foot	Curb/Gutter - \$339 for first 50 linear feet + \$2 for each additional foot
		Sidewalk/Curb/Gutter - \$439 for first 50 linear feet + \$3 for each additional foot	Sidewalk/Curb/Gutter - \$453 for first 50 linear feet + \$3 for each additional foot
19-057A	PERMANENT ENCROACHMENT PERMIT	\$362 per permit	\$373 per permit

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PUBLIC WORKS (continued)			
19-058	UTILITY ENCROACHMENT PERMIT	\$280 - Water patch \$521 - 0-10' trench \$735 - 10'-50' trench \$1,036 - 50'-100' trench \$1,310 - 100'-300' Trench (plus \$2 per additional foot over 300 feet) \$439 - Annual Blanket Encroachment Permit (Registration Only)	\$289 - Water patch \$537 - 0-10' trench \$758 - 10'-50' trench \$1,069 - 50'-100' trench \$1,352 - 100'-300' Trench (plus \$2 per additional foot over 300 feet) \$454 - Annual Blanket Encroachment Permit (Registration Only)
19-058A	TRAFFIC CONTROL PLAN CHECK/INSPECTION	\$576 per project	\$594 per project
19-059	FINAL PARCEL MAP CHECK	\$1,924 per map + \$99 + \$5 per lot GIS fee + any recording fees	\$1,986 per map + \$102 + \$6 per lot GIS fee + any recording fees + any consultant fees
19-060	FINAL TRACT MAP CHECK	\$2,878 per map + \$30 per lot over 5 lots + \$99 + \$5 per lot GIS fee + any recording fees Affordable Housing - \$389 per application + \$132 per unit + any outside or legal costs	\$2,970 per map + \$31 per lot over 5 lots + \$102 + \$6 per lot GIS fee + any recording fees + any consultant fees Affordable Housing - \$402 per application + \$136 per unit + any outside or legal costs
19-061	CONDOMINIUM CONVERSION PLAN	\$2,878 per map + \$30 per unit after the first 5 units	\$2,970 per map + \$31 per unit + any consultant fees
19-062	FINAL MAP AMENDMENT	\$2,950 per application Certificate of Correction-\$779 per application	\$3,043 per application Certificate of Correction-\$803 per application
19-063	STREET/RIGHT OF WAY ABANDONMENT PROCESS	\$4,660 per application	\$4,808 per application + any consultant fees
19-064	CERTIFICATE OF COMPLIANCE	\$1,124 per application	\$1,160 per application + any consultant fees

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PUBLIC WORKS (continued)			
19-065	FLOOD PLAIN LETTER	\$493 per letter	\$509 per letter
19-066	WIDE/OVERWEIGHT/OVERLONG LOAD REVIEW	\$16 - Daily Permit \$90 - Annual Permit Fees are set by the State	\$16 - Daily Permit \$90 - Annual Permit <i>Fees are set by the State</i>
19-109A	SEWER TAP	\$510 per lateral	\$526 per lateral
19-109	SEWER PROCESSING	\$44 per sewer connection permit	\$45 per sewer connection permit
19-110	EMERGENCY SEWAGE SPILL RESPONSE	Charge the fully allocated hourly rates for all personnel involved + any outside or material costs.	Charge the fully allocated hourly rates for all personnel involved + any outside or material costs.
19-066A	STREET CLOSURES	All Street Closures are subject to the fully allocated hourly rates for all personnel involved, with a minimum of two (2) hours.	All Street Closures are subject to the fully allocated hourly rates for all personnel involved, with a minimum of two (2) hours.

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
POLICE			
19-070	NOISE DISTURBANCE RESPONSE CALL-BACK	Charge the fully allocated hourly rates for all personnel involved	Charge the fully allocated hourly rates for all personnel involved
19-071	POLICE FALSE ALARM RESPONSE	First three responses within a calendar year - No Charge Fourth and subsequent false alarm within a calendar year - \$164 per response	First three responses within a calendar year - No Charge Fourth and subsequent false alarm within a calendar year - \$170 per response
19-072	DUI ACCIDENT RESPONSE INVESTIGATION	Charge the fully allocated hourly rate for all emergency personnel involved, not to exceed \$12,000 per incident by State Law.	Charge the fully allocated hourly rate for all emergency personnel involved, not to exceed \$12,000 per incident by State Law.
19-073	VEHICLE EQUIPMENT CORRECTION INSPECTION	\$38 per inspection	\$40 per inspection
19-074	VIN VERIFICATION	\$33 per request	\$34 per request
19-075	STORED/IMPOUNDED VEHICLE RELEASE	\$115 per vehicle	\$119 per vehicle
19-076	REPOSSESSED VEHICLE RELEASE	\$15 per vehicle This fee is set by State Law	\$15 per vehicle This fee is set by State Law
19-078	RECORDS CHECK/CLEARANCE LETTER	\$31 per letter + notary fee if applicable	\$32 per letter + notary fee if applicable
19-079	LIVE SCAN FINGERPRINT PROCESSING	No Charge - Volunteers for Seniors/Youth \$16 per person - community group coaches or leaders \$33 per person - all others	No Charge - Volunteers for Seniors/Youth \$17 per person - community group coaches or leaders \$34 per person - all others

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
POLICE (continued)			
19-080	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
19-081	POLICE DIGITAL FILE REPRODUCTION	\$3 per device	\$3 per device
19-083	CIVIL SUBPOENA OF RECORDS	\$15 + reproduction costs \$275 per day deposit + travel costs Fees are set by the Court	\$15 + reproduction costs \$275 per day deposit + travel costs Fees are set by the Court
19-084	DUCES TECUM SUBPOENA	\$15 per request + reproduction costs Fees are set by State Law.	\$15 per request + reproduction costs Fees are set by State Law.
19-085	POLICE SPECIAL SERVICES	Fully allocated costs of all personnel involved, + any actual material or equipment expenses required for the event.	Fully allocated costs of all personnel involved, + any actual material or equipment expenses required for the event.
19-082	CONCEALED CARRY WEAPONS LICENSE	\$108 New license application \$27 Renewal license application \$11 Amendments to existing license application +All required State and Federal agency fees	\$112 New license application \$28 Renewal license application \$11 Amendments to existing license application +All required State and Federal agency fees

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
FIRE			
19-069	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, up to and including court action.	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, up to and including court action.
19-045A	FIRE SPRINKLER SERVICE LETTER	\$33 per letter	\$34 per letter
19-045B	FIRE CODE POSITION LETTER	\$170 per letter	\$175 per letter
19-046	FIRE FLOW TEST	\$170 per test	\$175 per test
19-086	TEMPORARY TENT/CIRCUS PERMIT	\$104 per permit + \$44 per day after the first day	\$107 per permit + \$45 per day after the first day
19-086A	PERMANENT TENT PERMIT	Charge the fully allocated hourly rate for all staff involved + any outside costs.	Charge the fully allocated hourly rate for all staff involved + any outside costs.
19-087	SPECIAL EVENT PERMIT	\$236 per day	\$243 per day
19-042C	RESIDENTIAL CARE FACILITY CONSULTATION	Maximum allowed under State law (currently \$50)	Maximum allowed under State law (currently \$50)
19-088	CONFINED SPACE PERMIT	Hazard Permit - \$110 Extended Hazard Permit - \$658 Annual Hazard Permit - \$1,645	Hazard Permit - \$113 Extended Hazard Permit - \$679 Annual Hazard Permit - \$1,697
19-089	UNDERGROUND TANK REMOVAL	\$126 per tank - 1st inspection \$66 per tank - each subsequent inspection	\$130 per tank - 1st inspection \$68 per tank - each subsequent inspection

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
FIRE (continued)			
19-090	FIRE CODE PERMITS	\$60 per permit	\$62 per permit
19-091	ENGINE COMPANY INSPECTION	First 2 inspections - no charge 3rd and subsequent inspections - \$148 per inspection	First 2 inspections - no charge 3rd and subsequent inspections - \$153 per inspection
19-092	FIRE FALSE ALARM RESPONSE	First 3 responses in a calendar year - No Charge 4th and subsequent response in a calendar year - \$252 per response	First 3 responses in a calendar year - No Charge 4th and subsequent response in a calendar year - \$260 per response
19-093	WEED ABATEMENT PROGRAM	Actual costs + 150% 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 + 166% Administrative Fee + \$260 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.
19-094	HAZARDOUS MATERIALS RESPONSE	Charge the fully allocated hourly rate for all personnel involved.	Charge the fully allocated hourly rate for all personnel involved.
19-095	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.
19-096	FIRE/ARSON INVESTIGATION	Charge the fully allocated hourly rates for all personnel involved.	Charge the fully allocated hourly rates for all personnel involved.

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
FIRE (continued)			
19-098	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
19-098A	FIRE CODE OCCUPANCY LETTER	\$66 per letter	\$68 per letter

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
RECREATION			
19-099	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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Adult Softball: \$623 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Basketball: \$410 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Volleyball: \$307 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: \$21 per hour</p> <p>Late Fee: After registration \$52 per team</p> <p>Forfeit Fee: \$26 per team</p> <p>Protest Fee: \$21 per team</p> <p>Add/Drop Fee: \$21 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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Adult Softball: \$623 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Basketball: \$410 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Volleyball: \$307 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: \$21 per hour</p> <p>Late Fee: After registration \$52 per team</p> <p>Forfeit Fee: \$26 per team</p> <p>Protest Fee: \$21 per team</p> <p>Add/Drop Fee: \$21 per transaction</p>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
RECREATION (continued)			
19-100	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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Jr. Volleyball - \$49 per resident participant or \$54 for nonresident participants (\$5 discount for each additional family member)</p> <p>Youth Basketball - \$92 per participant or \$101 per nonresident participant (\$5 discount for each additional family member)</p> <p>T-Ball - \$83 per resident participant or \$92 for nonresident participant (\$5 discount for each additional family member)</p> <p>\$10 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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Jr. Volleyball - \$49 per resident participant or \$54 for nonresident participants (\$5 discount for each additional family member)</p> <p>Youth Basketball - \$92 per participant or \$101 per nonresident participant (\$5 discount for each additional family member)</p> <p>T-Ball - \$83 per resident participant or \$92 for nonresident participant (\$5 discount for each additional family member)</p> <p>\$10 late fee per participant or family</p>
19-103	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>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
RECREATION (continued)			
19-104	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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>1st Banner Position - No charge Additional Banner Positions - \$50 each per week according to policy</p> <p>A temporary banner removal fee of \$26 will be charged if banner is left up more than one day after the event.</p> <p>Cruise Night: \$27 per car during pre-registration \$37 per car the night of the event</p> <p>Craft Faire \$67 per inside space for residents \$83 per inside space for nonresidents \$57 per outside space for residents \$73 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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>1st Banner Position - No charge Additional Banner Positions - \$50 each per week according to policy</p> <p>A temporary banner removal fee of \$26 will be charged if banner is left up more than one day after the event.</p> <p>Cruise Night: \$27 per car during pre-registration \$37 per car the night of the event</p> <p>Craft Faire \$67 per inside space for residents \$83 per inside space for nonresidents \$57 per outside space for residents \$73 per outside space for nonresidents</p>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
RECREATION (continued)			
19-104	CITY SPECIAL EVENTS (continued)	Father/Daughter Dance: \$31 per couple for residents \$36 per couple for nonresidents + \$5 for each additional daughter Booth Fee (Booths allowed in accordance with City policy at other City-run events) \$0 Nonprofit vendors \$60 For Profit Vendors Other Special Events: Fully allocated cost of required personnel	Father/Daughter Dance: \$31 per couple for residents \$36 per couple for nonresidents + \$5 for each additional daughter Booth Fee (Booths allowed in accordance with City policy at other City-run events) \$0 Nonprofit vendors \$60 For Profit Vendors Other Special Events: Fully allocated cost of required personnel
19-105	TRIPS AND TOURS	Charge the direct cost of the trip	Charge the direct cost of the trip
19-148	ADVERTISING	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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows: \$130 1/8 Page Ad \$205 1/4 Page Ad \$305 1/2 Page Ad \$255 Banner Ad \$575 Full Page Ad \$825 Inside Back Cover \$825 Inside Front Cover \$1,500 Back Cover	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 Community Services Department to offer new and revised programs between fee updates. Current Fees are as follows: \$130 1/8 Page Ad \$205 1/4 Page Ad \$305 1/2 Page Ad \$255 Banner Ad \$575 Full Page Ad \$825 Inside Back Cover \$825 Inside Front Cover \$1,500 Back Cover

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PAVILION			
19-138	PAVILION CLEANING FEE	<p>Security Deposit: All special events require a \$384 security deposit.</p> <p>Security Guards: All events where alcohol is served require one guard per 100 people. \$21+ actual cost of security service (minimum of 4 hours)</p> <p>Application Fee: \$5 each</p> <p>Cleaning Fee: \$21 + 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 \$396 security deposit.</p> <p>Security Guards: All events where alcohol is served require one guard per 100 people. \$23+ actual cost of security service (minimum of 4 hours)</p> <p>Application Fee: \$6 each</p> <p>Cleaning Fee: \$21 + 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>
19-106	PAVILION RENTAL	<p>Rotary Room: Weekdays: \$44 per hour for residents \$49 per hour for nonresidents/commercial \$38 per hour for non-profits</p>	<p>Rotary Room: Weekdays: \$45 per hour for residents \$51 per hour for nonresidents/commercial \$40 per hour for non-profits</p>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PAVILION (continued)			
19-106	PAVILION RENTAL (continued)	Evenings and Sundays: \$60 per hour for residents \$71 per hour for nonresidents/commercial \$38 per hour for non-profits Gronstrand Room: Weekdays: \$38 per hour for residents \$44 per hour for nonresidents/commercial \$33 per hour for non-profits Evenings and Sundays: \$49 per hour for residents \$55 per hour for nonresidents/commercial \$33 per hour for non-profits	Evenings and Sundays: \$62 per hour for residents \$74 per hour for nonresidents/commercial \$40 per hour for non-profits Gronstrand Room: Weekdays: \$40 per hour for residents \$45 per hour for nonresidents/commercial \$34 per hour for non-profits Evenings and Sundays: \$51 per hour for residents \$57 per hour for nonresidents/commercial \$34 per hour for non-profits

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PAVILION (continued)			
19-106	PAVILION RENTAL (continued)	Community Room: Weekdays: \$33 per hour for residents \$33 per hour for nonresidents/commercial \$27 per hour for non-profits Evenings and Sundays: \$38 per hour for residents \$38 per hour for nonresidents/commercial \$27 per hour for non-profits Kitchen: Weekdays: \$49 per hour for residents \$55 per hour for nonresidents/commercial \$27 per hour for non-profits Evenings and Sundays: \$60 per hour for residents \$66 per hour for nonresidents/commercial \$27 per hour for non-profits	Community Room: Weekdays: \$34 per hour for residents \$34 per hour for nonresidents/commercial \$28 per hour for non-profits Evenings and Sundays: \$40 per hour for residents \$40 per hour for nonresidents/commercial \$28 per hour for non-profits Kitchen: Weekdays: \$51 per hour for residents \$57 per hour for nonresidents/commercial \$28 per hour for non-profits Evenings and Sundays: \$62 per hour for residents \$68 per hour for nonresidents/commercial \$28 per hour for non-profits

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PAVILION (continued)			
19-106	PAVILION RENTAL (continued)	<p>Great Room: Weekdays: \$77 per hour for residents \$88 per hour for nonresidents/commercial \$66 per hour for non-profits Evenings and Sundays: \$104 per hour for residents \$121 per hour for nonresidents/commercial \$ 66 per hour for non-profits</p> <p>Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$2,116 per day + \$186 cleaning fee for residents \$2,664 per day + \$186 cleaning fee for nonresidents/commercial \$66 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms</p> <p>Lakeside Room: \$38 per hour for residents \$38 per hour for nonresidents/commercial \$27 per hour for non-profits</p>	<p>Great Room: Weekdays: \$79 per hour for residents \$91 per hour for nonresidents/commercial \$68 per hour for non-profits Evenings and Sundays: \$107 per hour for residents \$124 per hour for nonresidents/commercial \$68 per hour for non-profits</p> <p>Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$2,184 per day + \$192 cleaning fee for residents \$2,749 per day + \$192 cleaning fee for nonresidents/commercial \$68 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms</p> <p>Lakeside Room: \$40 per hour for residents \$39 per hour for nonresidents/commercial \$28 per hour for non-profits</p>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PAVILION (continued)			
19-139	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: \$1.60 per chair + \$38 set-up fee Stage: \$11 per 4' x 8' piece Linens (optional): Fees set by the Pavilion Coordinator based on market conditions. Podium: \$22 per day TV/VCR: \$33 per day TV/VCR/DVD: \$38 per day Sound System: \$110 per day Overhead Projector: \$27 per day Portable Projector Screens: \$16 per day Electric Projector Screens: \$27 per day LCD Projector: \$110 per day Topiary Trees: \$22 each Lattice Screen: \$27 each without lights \$55 each with lights Microphone: \$22 each per day Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$27 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: \$1.70 per chair + \$40 set-up fee Stage: \$11 per 4' x 8' piece Linens (optional): Fees set by the Pavilion Coordinator based on market conditions. Podium: \$23 per day TV/VCR: \$34 per day TV/VCR/DVD: \$40 per day Sound System: \$113 per day Overhead Projector: \$28 per day Portable Projector Screens: \$17 per day Electric Projector Screens: \$28 per day LCD Projector: \$113 per day Topiary Trees: \$23 each Lattice Screen: \$28 each without lights \$57 each with lights Microphone: \$23 each per day Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$28 per day</p>
19-140	GAZEBO RENTALS	\$170 per day	\$175 per day

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PAVILION (continued)

19-141	RANGER HOUSE RENTALS RANGER HOUSE RENTALS-ZOO ROOM	\$33 per hour for residents \$33 per hour for nonresidents/commercial \$27 per hour for non-profit	\$34 per hour for residents \$34 per hour for nonresidents/commercial \$28 per hour for non-profit
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COLONY PARK COMMUNITY CENTER

19-150	YOUTH & TEEN SERVICES	Teen Center membership - \$10 per year Teen Center membership card replacement - \$2 per card	Teen Center membership - \$10 per year Teen Center membership card replacement - \$2 per card Teen Center Summer Club - \$55 per week
19-152	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 Director (refundable after event if no damages/extra charges apply). Security Guards: At the discretion of the Director, events require one guard per 100 people. \$21 + actual cost of security service Additional Staff Time: An additional hourly rental charge of \$21 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event	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 Director (refundable after event if no damages/extra charges apply). Security Guards: At the discretion of the Director, events require one guard per 100 people. \$22 + actual cost of security service Additional Staff Time: An additional hourly rental charge of \$22 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event

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COLONY PARK COMMUNITY CENTER (continued)			
19-152	COLONY PARK COMMUNITY CENTER RENTAL (continued)	Fitness (Dance & Exercise Rooms Combined): Weekdays: \$47 per hour for residents \$52 per hour for nonresidents \$42 per hour for non-profits Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$62 per hour for residents \$67 per hour for nonresidents \$57 per hour for non-profits Conference Room: Weekdays: \$31 per hour for residents \$36 per hour for nonresidents \$26 per hour for non-profits Evenings, Saturdays and Sundays: \$47 per hour for residents \$52 per hour for nonresidents \$42 per hour for non-profits Gymnasium: Weekdays: \$62 per hour for residents \$78 per hour for nonresidents \$57 per hour for non-profits	Fitness (Dance & Exercise Rooms Combined): Weekdays: \$49 per hour for residents \$54 per hour for nonresidents \$43 per hour for non-profits Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$64 per hour for residents \$69 per hour for nonresidents \$59 per hour for non-profits Conference Room: Weekdays: \$32 per hour for residents \$37 per hour for nonresidents \$27 per hour for non-profits Evenings, Saturdays and Sundays: \$49 per hour for residents \$54 per hour for nonresidents \$43 per hour for non-profits Gymnasium: Weekdays: \$64 per hour for residents \$81 per hour for nonresidents \$59 per hour for non-profits

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COLONY PARK COMMUNITY CENTER (continued)			
19-152	COLONY PARK COMMUNITY CENTER RENTAL (continued)	Evenings, Saturdays and Sundays: \$78 per hour for residents \$93 per hour for nonresidents \$73 per hour for non-profits Arts and Crafts Room: Weekdays: \$36 per hour for residents \$42 per hour for nonresidents \$31 per hour for non-profits Evenings, Saturdays and Sundays: \$52 per hour for residents \$57 per hour for nonresidents \$47 per hour for non-profits	Evenings, Saturdays and Sundays: \$81 per hour for residents \$96 per hour for nonresidents \$76 per hour for non-profits Arts and Crafts Room: Weekdays: \$37 per hour for residents \$43 per hour for nonresidents \$32 per hour for non-profits Evenings, Saturdays and Sundays: \$54 per hour for residents \$59 per hour for nonresidents \$49 per hour for non-profits
19-153	COMMUNITY CENTER CLEANING FEE	Cleaning Fee: Up to \$300 (applied at the discretion of the Director) 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: Up to \$300 (applied at the discretion of the Director) 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.)
19-154	COLONY PARK COMMUNITY CENTER EQUIPMENT RENTALS	Table and chair set up (groups of 50+): \$42 Scoreboard: \$26 per day Podium: \$26 per day TV/DVD: \$26 per day	Table and chair set up (groups of 50+): \$43 Scoreboard: \$27 per day Podium: \$27 per day TV/DVD: \$27 per day

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COLONY PARK COMMUNITY CENTER (continued)			
19-154	COLONY PARK COMMUNITY CENTER EQUIPMENT RENTALS	Sound system: \$104 per day Stage: \$10 per 4' x 8' piece Portable projector screen: \$21 per day Coffee service: \$3 per person (10 person min.)	Sound system: \$108 per day Stage: \$10 per 4' x 8' piece Portable projector screen: \$22 per day Coffee service: \$3 per person (10 person min.)

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PARKS & FACILITIES RENTALS			
19-160	CITY HALL RENTALS	<p>Public Meeting Room (M-F 8:00-5:00): \$27 per hour for non-profit \$43 per hour for private resident \$48 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$46 per event cleaning fee for events that serve food</p> <p>City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$96 per hour for non-profit \$117 per hour for private resident \$128 per hour for private nonresident \$500 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 \$396 per hour for non-profit \$483 per hour for private resident \$531 per hour for private non-resident \$500 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): \$28 per hour for non-profit \$45 per hour for private resident \$50 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$48 per event cleaning fee for events that serve food</p> <p>City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$99 per hour for non-profit \$121 per hour for private resident \$132 per hour for private nonresident \$500 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 \$410 per hour for non-profit \$500 per hour for private resident \$550 per hour for private non-resident \$500 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>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
19-160	CITY HALL RENTALS (continued)	City Council Chambers (Saturday & Sunday) \$3,719 per day for non-profit \$5,313 per day for private resident \$5,844 per day for private non-resident \$531 per hour in excess of 10 hours \$1,100 reservation deposit required \$100 per event cleaning fee for events that serve food	City Council Chambers (Saturday & Sunday) \$3,849 per day for non-profit \$5,498 per day for private resident \$6,048 per day for private non-resident \$550 per hour in excess of 10 hours \$1,100 reservation deposit required \$100 per event cleaning fee for events that serve food and/or drinks
		Event Photography (Saturday & Sunday) 2 hour minimum \$159 per hour for private resident \$213 per hour for private nonresident	Event Photography (Saturday & Sunday) 2 hour minimum \$165 per hour for private resident \$220 per hour for private nonresident
		Outdoor event Ceremony (Saturday & Sunday) \$372 per ceremony	Outdoor event Ceremony (Saturday & Sunday) \$385 per ceremony

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PARKS & FACILITIES RENTALS (continued)			
19-107A	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 style="padding-left: 20px;">\$16 Reservation change or modification fee</p> <p style="padding-left: 20px;">\$12 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. \$21 + actual cost of security service</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged</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 style="padding-left: 20px;">\$17 Reservation change or modification fee</p> <p style="padding-left: 20px;">\$12 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. \$22 + actual cost of security service</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged</p>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
19-107A	PARK RENTALS (continued)	<p>Barbeque Areas: \$57 per day for Paloma BBQ Areas \$57 per day for Lake Park BBQ Areas \$31 per day for Colony Park BBQ Areas \$78 per day for all 3 Colony Park BBQ areas</p> <p>Lake Park Bandstand: \$54 for nonprofits \$86 for all others</p> <p>Outdoor Movie Screen Rental: \$1,038 for 5 hours for nonprofits \$1,297 for 5 hours all others</p> <p>Faces of Freedom Veterans Memorial: \$78 per day 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: \$175 per day for non-profit \$389 per day for all others</p> <p>Equestrian Arena: \$104 per day private use \$205 security deposit</p> <p>Lake Park Special Event: \$519 per day for non-profits \$778 per day for others</p>	<p>Barbeque Areas: \$59 per day for Paloma BBQ Areas \$59 per day for Lake Park BBQ Areas \$32 per day for Colony Park BBQ Areas \$81 per day for all 3 Colony Park BBQ areas</p> <p>Lake Park Bandstand: \$56 for nonprofits \$89 for all others</p> <p>Outdoor Movie Screen Rental: \$1,074 for 5 hours for nonprofits \$1,342 for 5 hours all others</p> <p>Faces of Freedom Veterans Memorial: \$81 per day 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: \$181 per day for non-profit \$403 per day for all others</p> <p>Equestrian Arena: \$108 per day private use \$212 security deposit</p> <p>Lake Park Special Event: \$537 per day for non-profits \$805 per day for others</p>

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
19-107A	PARK RENTALS (continued)	Stadium Park: \$ 778 per day for non-profits for a > 150 person event \$1,557 per day for all others for a >150 person event \$ 208 per day for non-profits for a <= 150 person event \$ 519 per day for all others for a <= 150 person event Paloma Creek Park Horseshoe Pits: \$12 per hour (2 hour minimum) Paloma Creek Park Sand Volleyball Court: \$12 per hour (2 hour minimum) Colony Park Bocce Ball Courts: \$12 per hour (2 hour minimum) Corn Hole Board Set Rental With Bags: \$30 per day plus \$100 refundable security deposit	Stadium Park: \$ 805 per day for non-profits for a > 150 person event \$1,611 per day for all others for a >150 person event \$ 215 per day for non-profits for a <= 150 person event \$ 537 per day for all others for a <= 150 person event Paloma Creek Park Horseshoe Pits: \$12 per hour (2 hour minimum) Paloma Creek Park Sand Volleyball Court: \$12 per hour (2 hour minimum) Colony Park Bocce Ball Courts: \$12 per hour (2 hour minimum) Corn Hole Board Set Rental With Bags: \$31 per day plus \$100 refundable security deposit
19-107	BALLFIELD/PARK FACILITY RENTAL	Ballfield and Open Fields fees: in addition to in-kind contributions \$26 per hour for field \$21 per hour for lights \$26 base rental per field (+ \$205 deposit) \$52 for field lining (one time per day)	Ballfield and Open Fields fees: in addition to in-kind contributions \$27 per hour for field \$22 per hour for lights \$27 base rental per field (+ \$205 deposit) \$54 for field lining (one time per day)

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
19-107B	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 \$21 per hour for lights \$26 per field per day base rental fee (+\$205 deposit) \$52 facility key replacement fee \$52 field lining fee (one time per day)</p> <p>In addition to in-kind contributions rental fees will be as follows: \$26 per hour per field or \$415 per day (12 hours max) for two fields \$726 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 \$22 per hour for lights \$27 per field per day base rental fee (+\$212 deposit) \$54 facility key replacement fee \$54 field lining fee (one time per day)</p> <p>In addition to in-kind contributions rental fees will be as follows: \$27 per hour per field or \$429 per day (12 hours max) for two fields \$751 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>

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ZOO

19-108	ZOO SERVICES	<p>Admissions: \$7 General (13 and up) \$6 Senior (65 and up) \$5 Child (3-12)</p> <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: \$5 per day - basic \$6 per day - theme</p> <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>Birthday parties: \$10-\$15 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>Admissions: \$10 General (13 and up) \$9 Senior (65 and up) \$8 Child (3-12)</p> <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: \$5 per day - basic \$6 per day - theme</p> <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>Birthday parties: \$10-\$15 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>
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BUSINESS LICENSES			
19-116	NEW BUSINESS LICENSE APPLICATION REV/ENFORCEMENT	\$225 - A Occupancy, H Occupancy, Sprinkler \$99 - All Other Occupancies \$71 - Out of Town Business or Contractor \$71 - Home Occupation	\$235 - A Occupancy, H Occupancy, Sprinkler \$103 - All Other Occupancies \$75 - Out of Town Business or Contractor \$75 - Home Occupation
19-118	BUSINESS LICENSE RENEWAL	\$22 per renewal	\$23 per renewal
19-118A	BUSINESS LICENSE REPRINT	\$14 per reprint	\$15 per reprint
19-119	SOLICITOR PERMIT	\$27 per permit + \$5 per card	\$28 per permit + \$6 per card
19-077	SPECIAL BUSINESS DOJ CHECK	\$164 per application + any DOJ fees	\$172 per application + any DOJ fees
GENERAL			
19-115	DAMAGE TO CITY PROPERTY REPAIR	Charge the fully allocated hourly rate for all required personnel + any material costs.	Charge the fully allocated hourly rate for all required personnel + any material costs.
19-120	RETURNED CHECK PROCESSING	\$27 per NSF check	\$28 per NSF check

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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
GENERAL (continued)			
19-121	ELECTRONIC FILE COPY SERVICE	\$3 per device	\$3 per device
19-122	DOCUMENT CERTIFICATION	\$30 per document	\$31 per document
19-123	CANDIDATE/INITIATIVE FILING	Candidate - \$25 per candidate 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. Fees are set by Sate Law	Candidate - \$25 per candidate 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. Fees are set by Sate Law
19-124	RECORDS COMPILATION SERVICE	Charge the fully allocated hourly rate for all required personnel and any outside costs in accordance with Government Code section 6253.9.	Charge the fully allocated hourly rate for all required personnel and any outside costs in accordance with Government Code section 6253.9.

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
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Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
GENERAL (continued)			
19-125	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 + actual postage and/or mailing expense	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 + actual postage and/or mailing expense Digital File Reproduction - \$3 per device
19-142	GENERATION OF MAILING LABELS	0-50 Labels: \$110 51-100 Labels: \$164 101-150 Labels: \$219 151+ Labels: \$274	0-50 Labels: \$114 51-100 Labels: \$172 101-150 Labels: \$230 151+ Labels: \$286
19-143	MAILING OF NOTICES/LETTERS	0-50 Notices: \$82 51-100 Notices: \$137 101-150 Notices: \$192 151+ Notices: \$192 + \$1 per item over 150 + Actual cost of postage or other mailing fee	0-50 Notices: \$86 51-100 Notices: \$144 101-150 Notices: \$200 151+ Notices: \$200 + \$1 per item over 150 + Actual cost of postage or other mailing fee
19-144	MAP FOLDING FEE	\$35 each	\$36 each

DRAFT FEE SCHEDULE

ITEM NUMBER: B-1
 DATE: 05/28/19
 ATTACHMENT: 1A

Ref #	Fee Name	2018 Fees (Effective 07/23/2018)	Proposed Fees
GENERAL (continued)			
19-067	BLUEPRINT/MAP REPRODUCTION	Actual cost of reproduction and associated postage and/or mailing costs GIS printout fee - fully allocated rate of staff time spent on project Large building plan copy: \$4 per sheet	Actual cost of reproduction and associated postage and/or mailing costs GIS printout fee - fully allocated rate of staff time spent on project Large building plan copy: \$5 per sheet
19-163	FILMING PERMIT APPLICATION	\$266 per permit	\$266 per permit
19-990	ACTIVE NET REGISTRATION	Administrative fee associated with registering for an activity online through Active Net: Activity cost between \$0-\$10.99 - \$0.50 Activity cost between \$11.00-\$39.99 - \$1.00 Activity cost between \$40.00-\$199.99 - \$2.00 Activity cost \$200+ - \$10.00	Administrative fee associated with registering for an activity online through Active Net: Activity cost between \$0-\$10.99 - \$0.50 Activity cost between \$11.00-\$39.99 - \$1.00 Activity cost between \$40.00-\$199.99 - \$2.00 Activity cost \$200+ - \$10.00
19-991	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.