



CITY OF ATASCADERO CITY COUNCIL AGENDA

HYBRID MEETING INFORMATION:

The City Council meeting will be available via teleconference for those who wish to participate remotely. The City Council meeting will also be held in the City Council Chambers and in-person attendance will be available at that location.

HOW TO OBSERVE THE MEETING REMOTELY:

To participate remotely, residents can livestream the meeting on [Zoom](#), SLO-SPAN.org, on Spectrum cable Channel 20 in Atascadero, and listen live on KPRL Radio 1230AM and 99.3FM. The video recording of the meeting will repeat daily on Channel 20 at 1:00 am, 9:00 am, and 6:00 pm and will be available through the City's website and on the City's YouTube Channel. To participate remotely using the Zoom platform please visit:

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

HOW TO SUBMIT PUBLIC COMMENT:

Public comment may be provided in-person or remotely. Call **(669) 900-6833** (Meeting ID: 889 2347 9018) to listen and provide public comment via phone or via the [Zoom](#) platform using the link above.

Note that the Zoom participation option is provided to the public as a courtesy in order to facilitate participation. The City does not, however, guarantee that meeting participation will be available via Zoom. If Zoom participation is not enabled, or turned off, the meeting will continue with public attendance in-person only.

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

AMERICAN DISABILITY ACT ACCOMMODATIONS:

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

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS:

Pursuant to Government Code § 84308, City Council Members are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the City Council Member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the City's decision on the agenda item since January 1, 2023. Members of the City Council who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a City Council Member since January 1, 2023, are required to disclose that fact for the official record of the subject proceedings. Disclosures must include the amount of the campaign contribution and identify the recipient City Council Member and may be made either in writing to the City Clerk before the agenda item or by verbal disclosure during consideration.

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

www.atascadero.org/agendas

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



CITY OF ATASCADERO CITY COUNCIL

AGENDA

Tuesday, May 14, 2024

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

<u>City Council Regular Session:</u>	6:00 P.M.
<u>City Council Closed Session:</u>	Immediately following conclusion of City Council Regular Session

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

PLEDGE OF ALLEGIANCE: Council Member Bourbeau

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

CLOSED SESSION – REPORT (IF ANY)

a. April 9, 2024

PRESENTATIONS:

1. National Public Works Week

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

1. City Council Draft Minutes – April 20, 2024 Special Meeting and April 23, 2024 Regular Meeting

- **Recommendation:** Council approve the April 20, 2024, Draft City Council Special Meeting Minutes and the April 23, 2024, Draft City Council Regular Meeting Minutes. [City Clerk]

2. Legislative Platform Update

- Fiscal Impact: None.
- Recommendation: Council approve the updated 2024 Federal and State Legislative Platform. [City Manager]

3. Community Development Staffing Adjustment

- Fiscal Impact: Potential General Fund salary savings of up to \$17,800 annually.
- Recommendation: Council:
 1. Authorize the City Manager to add the title *Chief Building Official*.
 2. Amend the fiscal year 2023-2024 monthly salary schedule to add new position as follows:

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Chief Building Official	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91

3. Adopt Draft Resolution for Non-Represented Professional and Management Workers and Confidential Employees. [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. Comments will be allowed for the entire 30-minute period so if the final speaker has finished before the 30-minute period has ended and a member of the public wishes to make a comment after the Council has commenced another item, the member should alert the Clerk within the 30-minute period of their desire to make a comment and the Council will take up that comment upon completion of the item which was commenced. 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. Weed Abatement Hearing of Objections

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

C. MANAGEMENT REPORTS:

1. Community Cleanliness

- Fiscal Impact: \$60,000 in General Fund reserves over fiscal years 2023-2024 and 2024-2025.
- Recommendation: Council:
 1. Provide direction to staff on options to enhance and/or expand the existing Graffiti Abatement ordinance.

2. Provide staff direction on options to address the unauthorized removal of shopping carts from retail establishments and the abatement of abandoned shopping carts.
3. Authorize the Director of Administrative Services to appropriate an additional \$30,000 of General Fund Reserves for Campsite Debris Removal in each of the fiscal years 2024-2024 and 2024-2025 and move the budget for Campsite Debris Removal from the Parks Division of the Public Works Department to the Police Department. [Police Department]

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. Regional Economic Action Coalition (REACH)
4. SLO Council of Governments (SLOCOG)
5. SLO Regional Transit Authority (RTA)

Mayor Pro Tem Funk

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

Council Member Bourbeau

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

Council Member Dariz

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

Council Member Newsom

1. City of Atascadero Finance Committee
2. City / Schools Committee
3. League of California Cities – Council Liaison

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

ADJOURN TO CITY COUNCIL CLOSED SESSION

CITY COUNCIL CLOSED SESSION:

- 1. CLOSED SESSION — PUBLIC COMMENT**
- 2. COUNCIL LEAVES CHAMBERS TO BEGIN CLOSED SESSION**
- 3. CLOSED SESSION — CALL TO ORDER**
 - a. Conference with Labor Negotiators** (Govt. Code Sec. 54957.6)
Agency designated representatives: James R. Lewis, City Manager
Employee organizations: Atascadero Professional Firefighters, Local 3600; Atascadero Police Association; Service Employees International Union, Local 620; Mid-Management/Professional Employees; Non-Represented Professional and Management Workers and Confidential Employees
- 4. CLOSED SESSION — ADJOURNMENT**

Announcement(s) of any reportable action(s) taken in Closed Session that occur(s) after the recess of Regular Session will be made at the beginning of the next Regular City Council meeting as Closed Session is not recorded or videotaped.

SPECIAL MEETING

ATASCADERO CITY COUNCIL

Saturday, April 20, 2024, 9:00 A.M.

City Hall – Council Chambers
6500 Palma Avenue, Atascadero
(Enter on Lewis Avenue)

City Council Workshop

MINUTES

Mayor Moreno called the meeting to order at 9:00 a.m.

ROLL CALL:

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

Absent: None

Staff Present: City Manager Jim Lewis, Administrative Services Director Jeri Rangel, Community Development Director Phil Dunsmore, Public Works Director Nick DeBar, Fire Chief Casey Bryson, Community Services & Promotions Director Terrie Banish, Deputy City Manager Lara Christensen, Police Commander Jeff Wilshusen, Deputy City Manager - IT Luke Knight, Deputy Director of Economic and Community Development Loreli Cappel, Human Resources Manager Rachel Hunter, and Public Works Analyst Ryan Betz.

COMMUNITY FORUM:

The following persons spoke during public comment: None.

Mayor Moreno closed the COMMUNITY FORUM period.

The following members of the public were present and gave comment throughout the meeting: Geoff Auslen and Angela Cisneros.

COUNCIL WORKSHOP

City Manager Lewis gave a brief welcome and overview of the day.

1. 2023-25 Strategic Priorities and Goals (Action Plan)

Deputy City Manager Christensen provided a brief overview of the adopted 2023-2025 Council Strategic Priorities and Goals and a brief Action Plan status update, including highlights of special project areas.

The City Council made no modifications to the adopted 2023-2025 Council Strategic Priorities and Goals or the Action Plan.

2. Public Safety Facilities Project

Deputy City Manager gave a brief overview of the Public Safety Facilities Project and introduced members of the consultant team, Rob Nash of Vanir and Candice Wong of TenOver Studios who reviewed the project including the Design-Build process, site renderings and timeline. Administrative Services Director Rangel reviewed the budget and anticipated mobilization and demobilization requirements. All staff, including City Manager Lewis and Fire Chief Bryson answered questions from the Council.

There was Council consensus to move forward with the project timeline and the project process as outlined in the presentation.

3. Zoo Accreditation

Community Services & Promotions Director Banish provide an update on the Zoo including the upcoming accreditation process for the Zoo and walked Council through review and discussion regarding options for the continuation of the accreditation process.

Members of the Friends of the Charles Paddock Zoo, including Dr. Steve Robinson, Rachelle Rickard, Roger Snobel, and Angela Cisneros commented on the progress of the Zoo, the accreditation process, and the continued commitment to the Zoo's success.

There was Council consensus to move forward with the Zoo Accreditation plan as outlined in the presentation.

4. Legislative Platform

Deputy City Manager Christensen provided an overview of the items identified for further discussion by Council at the December 12, 2023, City Council meeting and lead Council through discussion of these items.

City Manager Lewis and Deputy City Manager Christensen answered questions from the Council.

There was Council consensus to bring the changes identified in and made during

the presentation as a Consent Item at a future City Council meeting for adoption.

5. Community Engagement Program

Deputy City Manager Christensen provided an overview of the Community Engagement Program and requested Council input regarding type, frequency, and location of communications and engagement options.

City Manager Lewis and Deputy City Manager answered questions from the Council.

There was Council consensus to move forward with the Community Engagement Program as proposed by staff.

6. Short-term Rentals

Community Development Director Dunsmore provided a brief presentation on short-term rentals in the City.

City Manager Lewis and Community Development Director Dunsmore answered questions from the Council.

The Council provided staff direction regarding bringing an item forward for future discussion by the Council.

7. Essentialism Evaluation and Employee Culture and Mission Statement Updates

Deputy City Manager Knight provide a brief update to Council on the Essentialism Evaluation currently underway amongst all City Departments. Human Resources Manager Hunter presented an update on efforts to enhance employee culture as well as implementing the Mission Statement throughout the organization.

There was broad Council endorsement for the work being done by City staff.

8. Dial-A-Ride Program

Administrative Services Director Rangel and Public Works Director DeBar provided a brief presentation on the Dial-A-Ride Program in the City and lead Council through discussion on the program.

The Council provided staff direction to bring, for review and discussion, options regarding the future of the program to a future meeting.

In closing, Mayor Moreno thanked everyone for attending.

ADJOURNMENT:

Mayor Moreno adjourned the meeting at 3:00 p.m. to the next Regular Session on Tuesday, April 23, 2024.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

APPROVED:



CITY OF ATASCADERO CITY COUNCIL

DRAFT MINUTES

Tuesday, April 23, 2024

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

City Council Regular Session:

6:00 P.M.

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

Mayor Moreno called the meeting to order at 6:00 P.M. and Mayor Pro Tem Funk led the Pledge of Allegiance.

ROLL CALL:

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

Absent: None

Others Present: None

Staff Present: City Manager James R. Lewis, Deputy City Manager/City Clerk Lara Christensen, Administrative Services Director Jeri Rangel, Fire Chief Casey Bryson, Police Chief Dan Suttles, City Attorney Dave Fleishman, and Deputy City Manager – IT Luke Knight.

A. CONSENT CALENDAR:

1. **City Council Draft Minutes – April 9, 2024 Regular Meeting**

- Recommendation: Council approve the April 9, 2024, Draft City Council Regular Meeting Minutes. [City Clerk]

2. **March 2024 Accounts Payable and Payroll**

- Fiscal Impact: \$3,061,246.36
- Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for March 2024. [Administrative Services]

3. **Authorization of Use of Digital Signatures and Electronic Documents**

- Fiscal Impact: None.
- Recommendation: Council adopt Draft Resolution, authorizing the use and acceptance of digital signatures and electronic documents to the greatest extent allowed by law. [City Clerk]

4. **Information Technology Division Staffing Adjustment**

- Fiscal Impact: None.

- Recommendation: Council:
 1. Authorize the City Manager to retitle the Network Analyst position to GIS/Business Analyst.
 2. Amend the fiscal year 2023-2024 monthly salary schedule to include the new position as follows:

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
GIS/Business Analyst	30	6,257.41	6,570.28	6,898.79	7,243.73	7,605.92
Network Analyst	30	6,257.41	6,570.28	6,898.79	7,243.73	7,605.92

3. Authorize the City Manager to execute a Side Letter with the Local 620 Service Employees International Union (SEIU) for the existing Memorandum of Understanding (MOU), dated July 1, 2021, through June 30, 2024, adding the title of GIS/Business Analyst at the salary range shown above and removing the title of Network Analyst.
[Information Technology]

5. Contract Plan Check Services Budget Amendment

- Fiscal Impact: Estimated additional \$80,000 in General Fund expenditures offset by an estimated additional \$80,000 in General Fund revenues.
- Recommendation: Council authorize the City Manager to enter into a contract amendment increasing Interwest Consulting Services’ contract by \$80,000, for a total contract amount of \$160,000. [Community Development]

Mayor Moreno opened the Public Comment period.

PUBLIC COMMENT:

The following persons spoke on this item: Geoff Auslen.

Mayor Moreno closed the Public Comment period.

MOTION BY: Bourbeau
SECOND BY: Dariz

1. **Approve Consent Calendar (#A-3: Resolution No. 2024-007; #A-4: Contract No. 2021-018 [A5]; #A-5: Contract No. 2023-006 [A1]).**

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

Passed 5-0

UPDATES FROM THE CITY MANAGER:

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

COMMUNITY FORUM:

The following persons spoke by telephone or through the webinar: Sam Gottlieb, Jim Wilkins, Geoff Auslen, and Tobe Frangie.

B. PUBLIC HEARINGS: None.

C. MANAGEMENT REPORTS: None.

D. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:

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

Mayor Moreno

2. County Mayors Round Table

Mayor Pro Tem Funk

2. Design Review Committee
3. Homeless Services Oversight Council

Mayor Pro Tem Funk noted that Council Member Bourbeau attended the recent Homeless Services Oversight Council meeting on her behalf.

E. INDIVIDUAL DETERMINATION AND / OR ACTION:

1. City Council

- a. Council Member Bourbeau noted that the Treasurer position remains elected and that the current Treasurer noted that he was supportive of putting a ballot measure on the November 2024 ballot to make the position appointed. Council Member Bourbeau noted that a ballot measure was placed on the 2016 ballot regarding transitioning the Treasurer from elected to appointed and wondered if it might be worth a discussion at a future Council meeting on whether this should go back to a vote of the people.

There was Council consensus to direct staff to prepare a staff report for Council discussion regarding placing the potential for a measure on the November 2024 ballot to determine if the City Treasurer should be appointed.

F. ADJOURNMENT

Mayor Moreno adjourned the meeting at 6:39 P.M.

MINUTES PREPARED BY:

Lara K. Christensen
City Clerk

APPROVED:



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item A2

Department: City Manager
Date: 5/14/24
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER
FROM: LARA CHRISTENSEN, DEPUTY CITY MANAGER
PREPARED BY: LARA CHRISTENSEN, DEPUTY CITY MANAGER
SUBJECT: Legislative Platform Update

RECOMMENDATION:

Council approve the updated 2024 Federal and State Legislative Platform.

DISCUSSION:


The 2024 Federal and State Legislative Platform was initially presented to the City Council at the December 13, 2023, regular meeting. This platform serves as the City's official policy document for interacting with federal and state officials and for taking positions on legislation and is a best practice for communicating the City's positions on legislative issues to the community and other elected officials. Following discussion of the Legislative Platform, the Council approved it as a working document and directed staff to bring it back for Council discussion to determine areas for addition, subtraction, or modification.

The Platform was presented to Council at the April 20, 2024, workshop and the Council discussed those areas noted during the December meeting. Based on Council discussion and direction to staff, the 2024 Legislative Platform has been updated and is being presented for Council adoption.

FISCAL IMPACT:

None.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Updated 2024 Legislative Platform

City of Atascadero

2024 Federal and State Legislative Platform

Reaffirmed by the City Council on April 20, 2024

PURPOSE

The Legislative Platform establishes the priorities, principles, and policy statement of the City of Atascadero City Council and creates the basis for its advocacy efforts, alerting our legislators and legislative partners of the greatest needs of our residents and where we may need additional help. The Platform provides general direction to City departments, legislative advocates, delegation members, and the public on our positions on critical policy matters that may impact how the City does business. Adoption of a legislative platform by the City Council streamlines the City's advocacy efforts by enabling City staff to take immediate action on pressing legislative items efficiently and without delay under City Council direction.

Throughout the legislative session, the City will review and take positions on various policy and budget items at the State and Federal levels. When a recommended position is consistent with existing City policy, as adopted in the Platform, the City Manager's Office will prepare a position letter for the Mayor's signature.

PRIORITY POLICY AREAS

Throughout the year, the City will respond to various legislative items, but three policy areas will remain a priority.

- **Affordable Housing and Homeless Resources** – The City continues to support policies and funding mechanisms for affordable housing and homeless resources as long as the state provides direct funds to support such efforts. In partnership with the County and State, the City strives to permanently reduce homelessness in Atascadero by protecting the health and safety of all residents, increasing housing opportunities, enhancing the system of care, improving public policy and engagement, and strengthening regional capacity to address homelessness. Affordable and permanent supportive housing is a vital component in addressing homelessness, and the City desires to make housing accessible to all income and service levels needed as funding is available.
- **Infrastructure Funding** – The City faces a significant amount of deferred maintenance and unfunded capital projects. Over \$150 million of unfunded capital and maintenance projects are outstanding over the next five years, the largest being in streets and public buildings. Priority projects for infrastructure funding include construction of a new Fire Station 1, renovation of the Police Station and Fire Station 2, construction of a new

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wastewater treatment plant, street paving, highway bridge widening, additional fire station for wildfire protection, and additional parks and sports facilities.

- **Maintaining Local Control** – The City of Atascadero is committed to preserving local control and decision-making authority, along with state and local funding sources, and opposes unfunded or inadequately funded mandates or loss of local land use control or reduction of crime enforcement. The City supports ongoing engagement between state and local governments to ensure local control is maintained and responsible housing development is promoted in a collaborative effort.

POLICY STATEMENTS

COMMUNITY DEVELOPMENT: Monitor and support efforts that encourage economic development; strengthen local government’s capability to implement orderly plans for growth, development, and conservation consistent with the City’s development patterns; seek additional funding through grants and other possible revenue streams for housing and neighborhood revitalization programs.

State

- Support legislation that provides cities with tools and resources that promote and stimulate economic development.
- Support local, county, and state efforts to attract, retain and provide incentives for current and future commercial and industrial businesses; to jointly leverage resources and assets to develop economic and entertainment centers in Atascadero.
- Support incentivizes for private investment, technological innovation, and job creation throughout the city.
- Support programs that enable local government to finance economic revitalization; pursue tax-increment financing through Enhanced Infrastructure Financing District (EIFD), or similar redevelopment strategies.
- Support efforts to protect local control over planning and land use while strengthening local agencies’ legal and fiscal capability to prepare, adopt, and implement financial plans for orderly growth, development, beautification, and conservation of local planning areas.
- Support legislation that provides additional resources, including adequate funding, to local agencies to address regional growth issues such as air quality, water quality, air pollution, transportation corridors, and homelessness.
- Oppose efforts to penalize RHNA non-performance without specific entitlement funding from the State to support local development of affordable housing and related infrastructure.
- Monitor local, state, and federal actions related to medical and recreational marijuana regulatory changes; support legislation that strengthens local governments’ regulatory authority and control over siting of marijuana businesses.

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- Seek modification to the current state guidelines on the disposition of City surplus property, allowing more flexibility on how disposed property may be developed.
- Seek additional direct funding sources, including grants, for affordable housing such as, construction of affordable housing projects, after-school/preschool programs, childcare, health and fitness programs, and downtown economic development.
- Support efforts to create efficiencies within CEQA and support efforts to limit delays in the local planning and development process.
- Support legislation that prevents CEQA lawsuits from being filed for any reason other than a bonafide environmental impact.
- Oppose legislation that changes local land use policies at the state level that are inconsistent with the General Plan or orderly neighborhood development.
- Advocate for legislation and/or state policies that recognize and consider rural bedroom communities already experiencing a jobs/housing imbalance differently than urban centers when it comes to implementation of housing policy mandates.

Federal

- Monitor federal mandates that affect economic development, land-use planning, neighborhood rehabilitation, revitalization, and oppose any additional redundant or cumbersome mandates/restrictions.
- Support federal efforts to engage tourism and federal reimbursement rates that allow for business in the Central Coast of California.
- Seek and support medical reimbursement rates covering the actual cost for providing services/care in the County and not rural rates based on the County's classification.

EMPLOYEE RELATIONS: Monitor impacts of legislation or reform affecting public employees' benefits, rights, and labor relations.

State

- Monitor legislation and regulations affecting labor relations, employee rights, benefits, and working conditions.
- Oppose legislation and regulations that further erode the management rights of public employers.
- Preserve a balance between the needs of the employees and the resources of public employers that have a legal fiduciary responsibility to taxpayers.
- Oppose legislation or reform that would have California Public Employees' Retirement System (CalPERS) reduce flexibility in utilizing retired employees for critical services, or otherwise impact options for the City's service delivery.
- Work in partnership with other groups and stakeholders to promote sustainable and secure public pension systems to help ensure responsive and affordable public services.

- Support legislation that would control medical and legal costs related to workers' compensation, especially for safety employees.
- Oppose any attempt by CalPERS to adopt investment policies that have a negative impact on earnings.

FIRE/EMS/DISASTER PREPAREDNESS: Seek and support funding for various fire, EMS, and disaster preparedness projects, including specific federal funding for enhancements to the Emergency Operations Center and Fire Training Facility.

State

- Support efforts to address and/or fund disaster preparedness and operational needs at the city and county levels, particularly communication equipment, PG&E Public Safety Power Shutoff (PSPS) events, training, or ongoing operations and maintenance costs.
- Support efforts to fund and/or improve disaster preparedness, including evacuation preparedness and emergency fire responsiveness; healthy vegetation management; climate adaptation and resilience; and homeowner's insurance reform.
- Seek funding and support for Critical Incident Stress Management (CISM) training and programs to address Post Traumatic Stress Disorder (PTSD) effects on public safety and administration.
- Monitor legislation and potential reform surrounding the state EMS Act and Local EMS Agency (LEMSAs) authority regarding EMS delivery in the City.
- Seek funding and possible legislation to recover costs associated with preparing for and recovering from PSPS events.
- Seek funding for new or enhanced public safety facilities.

Federal

- Support funding for Urban Search & Rescue (US&R), Hazardous Materials (HAZMAT), Community Emergency Response Team (CERT), Staffing for Adequate Fire and Emergency Response (SAFER), Emergency Medical Technicians (EMT), Emergency Medical Services (EMS), Assistance to Firefighters Grants (AFG), and Physical Fitness funding in order to strengthen existing programs, replace outdated equipment, provide training, safety gear and continuing education, and to increase public awareness about Emergency Awareness and Fire Safety.
- Support and apply for funding to enhance the City's Emergency Operations Center, Fire response resources and disaster preparedness capabilities.

GOVERNMENT ADMINISTRATION & BUDGET/FINANCE: Protect and secure local authority and revenue sources to preserve existing infrastructure and community programs. Support legislation and funding that helps the City of Atascadero provide residents with equitable access to City programs and services.

State

- Oppose any effort to eliminate or cap the tax-exempt status of municipal bonds - one of the few remaining tools for local governments to finance large capital projects.
- Seek, promote, and implement new or alternative approaches that may replace redevelopment funding mechanisms that deliver positive benefits to Atascadero.
- Oppose any attempts to restrict local authority concerning issues that affect local communities.
- Oppose attempts to decrease, restrict, or eliminate city revenue sources. Oppose any efforts at the state level to retain additional revenues currently dedicated to local government for state purposes.
- Oppose measures that would impose state-mandated costs for which there is no guarantee of local reimbursement or offsetting benefits (i.e., unfunded mandates). Monitor legislation affecting accounting rules and financial reporting for both changes and conflicts between federal and state regulations.
- Seek modification to state and local sales tax use and allocation, specifically online sales tax from the County pool to the city where the purchase is made.
- Monitor potential legislation that makes mandatory changes to district election policy and procedures and support legislation that offers smaller communities flexibility in the implementation of CVRA.
- Support state action and funding to assist cities in maintaining local services and relief programs for residents and businesses.
- Monitor legislation relating to records retention and seek funding to assist with physical and digital storage and retrieval of documents and records relating to efforts to comply with the Public Records Act.

Federal

- Monitor the progress of the federal budget committee and the budget's effects on local government.
- Support federal action and funding to assist cities in maintaining local services and pandemic relief programs for residents and businesses.

INFORMATION TECHNOLOGY AND CYBER SECURITY: Support legislative initiatives and pursue funding to promote data and technology to create efficiencies, promote economic development, enhance public safety, improve transportation and mobility, improve sustainability, maintain and improve cyber security, enhance the municipal quality of life factors, and help solve civic challenges.

State

- Advocate for legislation and funding to prevent and reduce cybercrime that would impact municipal services and support efforts to protect, prevent, and resolve cyber security attacks and breaches.

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- Support and advocate for funding for technological advances for the proper digitization and archival of vital City records to ensure transparency, accessibility, and posterity of records.
- Support legislation and regulations that ensure emergency communication capabilities and interoperability for information technology and public safety department and agencies.
- Support legislation for cost-effective environmental technology initiatives.
- Support policies that enhance digital inclusion and seek to overcome the digital divide, such as expanding broadband access.

Federal

- Advocate for legislation and funding to prevent and reduce cybercrime that would impact municipal services and support efforts to protect, prevent, and resolve cyber security attacks and breaches.

HOUSING/HOMELESSNESS: Monitor and support sustainable funding for various levels of housing to address California’s housing and homeless crisis; neighborhood revitalization programs; improve cumbersome state funding allocation process and requirements; increase local funding and opportunities for substance abuse and/or mental health related homelessness, seek additional funding through grants and other types of revenue sources that improve and sustain quality of life for all Atascadero residents, including those who are homeless or at risk of homelessness.

State

- Develop, seek, and support legislation to provide the City with tools and resources that promote and stimulate housing development in areas and types of most need as determined by the City.
- Support state budget policies and related legislation that provide sustainable and reliable funding for homeless, workforce and affordable housing for persons of very low- to moderate-incomes.
- Monitor state mandates that can potentially delay housing development, housing rehabilitation, and neighborhood revitalization efforts.
- Propose modifications to any programs that fund affordable housing programs and projects that do not provide funds to administer and deliver them.
- Support and/or pursue changes to the Surplus Land Act that currently limits local authority to dispose of property where proceeds can be used for local priorities in addition to affordable housing development.
- Continue opposition to state efforts to mandate construction of new unfunded affordable housing and penalties that would penalize cities that fail to meet under-funded Regional Housing Needs Assessment requirements for new housing construction.

- Support legislation that increases mental health funding, services, and resources for homeless individuals, including crisis intervention, mobile outreach, diagnosis, streamlined access to medication, and dual diagnosis.
- Support legislation and resources that support mental health resources, such as access to psychiatric facilities, behavioral health care treatment, and street-based services.
- Support ongoing state investment for homeless services, homelessness prevention, and rapid rehousing/supportive housing to meet the needs of those experiencing homelessness and the chronically homeless.
- Improve state funding allocation process and requirements for emergency shelters, homeless prevention, and supportive services for homeless and those at risk of homelessness.
- Increase local funding and opportunities for substance abuse and/or mental health related homelessness.
- Support legislation and policy that provides opportunity for regional collaboration of services and funding that most effectively and efficiently serves homeless and those at risk of homelessness.

Federal

- Monitor federal mandates that affect housing rehabilitation, neighborhood revitalization, and homeowner/homebuyer assistance programs, and continue opposition to additional mandates/restrictions that delay development.
- Urge Congressional action to adopt federal spending plans that provide sustainable, reliable funding for priority local programs such as Home Investment Partnerships Program (HOME), Community Development Block Grant (CDBG), Veteran's Affairs Supportive Housing (VASH) vouchers, project based vouchers, and U.S. Department of Housing and Urban Development (HUD) Section 8 funds. Monitor budget bills to ensure that administrative and program funding is not provided at levels below what is required to manage these programs.

PARKS AND RECREATION: Support investment in policy and funding that creates equitable access to City programs, parks, open space and recreation and that fosters active and healthy lifestyles.

State

- Support youth funding and policies that promote healthy lifestyles, proper nutrition, life skills, college preparation, job experience training, antibullying awareness, decrease obesity and diabetes, and funding incentives for inter-generational programming.
- Seek funding and support legislation for trail improvements, park development, enhancement, and expansion. Offer Prop 68 funding or similar opportunities annually.

- Support senior funding and policies that promote healthy lifestyles, financial protection and security, safety measures, proper nutrition, and funding incentives for intergenerational programming.
- Seek funding and resources to provide more opportunities for at-risk youth to access youth programming.
- Seek and support funding and policies that promote equity of access to recreational programming for people with disabilities, and funding incentives for adaptive recreation programming.
- Seek funding for ADA upgrades on existing facilities, park and open space improvement and preservation, water safety, and increased equitable access to outdoor recreation in low-income neighborhoods.
- Seek funding and resources such as solar, native oak, and habitat restoration that foster environmental stewardship and sustain the future of Atascadero's natural habitat.
- Seek funding for additional facilities and upgrades on existing facilities including youth soccer fields, baseball and softball fields, and basketball courts that will result in additional programming opportunities for at-risk youth and in locations in high unemployment and low-income neighborhoods.
- Seek ongoing funding for ongoing disease prevention (such as COVID-19) for public protection and prevention, such as sanitization, staffing, supplies, and one-time equipment upgrades in parks and public facilities.
- Support strategies and legislation to foster independence, well-being, and access to resources for older adults.
- Advocate for state and federal funding for opportunities to increase access to childcare for the community.
- Support legislation and bond measures that provide per capita grants to local governments to fund parks and capital improvements to community facilities and recreation programs that enhance the quality of life for Atascadero residents.
- Seek and support funding and policies that promote art in public places, including parks and on public property.
- Seek and support funding and policies for irrigation infrastructure, including the removal and replacement of water smart technologies for municipal golf courses.
- Seek and support funding for open space maintenance, educational programming, and increased public safety.
- Seek and support funding for the Printery.

Federal

- Seek and support funding for new, and upgrades to existing, facilities and infrastructure at the Charles Paddock Zoo.
- Seek and support funding for the Printery.

POLICE DEPARTMENT/CRIMINAL JUSTICE REFORM: Monitor ongoing effects of Criminal Justice Reform including potential for available funding sources; 2016's passage of Proposition 64; and seek funding for supported local law enforcement projects. Support legislation and funding that assists in preventing and reducing crime, such as drug prevention programs, mental health initiatives, enhanced protective equipment, and solutions for homelessness.

State

- Support legislative and/or ballot measure efforts that provide dedicated funding to address the impacts associated with California's Criminal Justice Reform.
- Continue to participate with local partners and the California Police Chiefs Association in addressing the adverse effects of California's Criminal Justice Reform.
- Support efforts to address emergency preparedness and operational needs, particularly those that include regional efforts to improve interoperability, training, and/or ongoing operations and maintenance costs.
- Seek support and funding resources for mental health, supportive housing, and shelters to assist the police Community Action Team in reducing homelessness.
- Oppose the state's effort to disclose home addresses of sworn police officers that are investigated for serious wrongdoing.
- Seek funding sources to enhance existing Community Action Team.
- Support legislation that increases the penalties for those with Fentanyl and other dangerous drugs for sale convictions.

PUBLIC WORKS/TRANSPORTATION: Secure funding and favorable administration to ensure infrastructure is built in a timely manner and projects are delivered.

State

- Support legislation that provides funding opportunities for energy-efficiency projects and programs for public buildings, facilities, and infrastructure.
- Support legislation that generates funding for storm drain capacity and maintenance projects.
- Support legislation that provides and/or enhances existing funding for wastewater treatment and collection operations and facilities, including additional funding where new or increased regulations trigger the need for infrastructure investment/improvements.
- Seek and secure funding for wastewater treatment and collection infrastructure.
- Oppose legislation that would reduce access to, or otherwise condition the receipt of, local streets and roads funding.
- Seek and support legislation and transportation funding reform to permanently increase funding for local streets and road maintenance. Continue to work with the local, regional, state, and federal partners to secure permanent funds for transportation infrastructure including maintenance and electrification mandates.

- Support efforts to preserve and enhance local road maintenance funding, as well as transit, “safe route to school” initiatives, road safety, and enhanced accessibility and mobility initiatives.
- Support legislation preserving the City’s interest in telecommunication, broadband, and infrastructure operations. Support efforts to fund and provide high-speed internet including infrastructure development and training, competition and redundancy, and local franchise authority and public right-of-way management. Monitor implementation of the State “Broadband for All” Action Plan.
- Support legislation, regulation, and compliance regarding cyber and physical security to protect utility assets and operations.
- Oppose legislation, regulatory proposals, or administrative actions that limit or eliminate local discretionary review of the installation of small cell wireless equipment or any wireless technology facilities on public infrastructure or in the public right of way.
- Seek funding support to help comply with solid waste mandates for recycling and organics recovery/processing.

Federal

- Seek and secure funding to meet storm water/water quality regulation mandates.
- Continue to support and seek funding for transportation infrastructure, and public transportation equipment, maintenance, replacement, and electrification initiatives.
- Monitor and support efforts to streamline application, reporting and monitoring requirements to meet federal mandates.



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item A3

Department: Community Development
Date: 5/14/24
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER
FROM: PHIL DUNSMORE, COMMUNITY DEVELOPMENT DIRECTOR
PREPARED BY: PHIL DUNSMORE, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: Community Development Staffing Adjustment

RECOMMENDATION:

Council:

1. Authorize the City Manager to add the title *Chief Building Official*.
2. Amend the fiscal year 2023-2024 monthly salary schedule to add new position as follows:

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Chief Building Official	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91

3. Adopt Draft Resolution for Non-Represented Professional and Management Workers and Confidential Employees.

DISCUSSION:

The current Deputy Community Development Director/Building Official/Economic Development Director (Building Official) is retiring effective June 4, 2024. Over the past several years, other positions have been created in the City that have overlapped some of the duties that were given to the Building Official, especially the role of Economic Development. With a Deputy Director of Community Development/Economic Development currently on staff and performing well, now is the appropriate time to refocus the Building Official position to focus solely on overseeing the building division, the state building codes, and as an advocate to helping projects through the construction process.

In order to continue to best serve the community, the following adjustment is being proposed:

- Hire a new Building Official under the title “Chief Building Official”.
 - The current and planned workloads of the Building Division better fit the job function of a Building Official, rather than a Deputy Community Development Director/Building Official/Economic Development Director.
 - This staffing shift will result in a financial savings as there is a slight reduction in salary with the new title.
 - The new title will match the pay scale of Deputy Director and will be more attractive to potential candidates.

Per the City's Municipal Code, the City Council must concur with any staffing adjustment proposed by the City Manager. Staff is proposing that the change to the salary schedule and additional title become effective on May 15, 2024, immediately following the May 14, 2024, Council meeting. The action proposed is necessary to make these needed staffing changes. No changes other than the above title changes are included in the updated labor agreements. The title of Deputy Community Development Director/Building Official/Economic Development Director will be removed from the salary schedule at the next update to the Management Resolution, which is anticipated to occur prior to June 30, 2024.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Council may give direction to the City Manager not to make this change to the current titles in the Community Development Department.

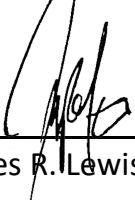
FISCAL IMPACT:

There is a potential General Fund salary savings of up to \$17,800 annually.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director and the Human Resources Manager.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Updated 2023-2024 Citywide Full Time Salary Schedule
2. Draft Resolution Establishing the Compensation and Benefit Plan for Non-Represented Professional and Management Workers and Confidential Employees, Effective May 15, 2024-June 30, 2024

MONTHLY SALARY
Approved May XX, 2024
Effective May XX, 2024

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Account Clerk II	13	4,131.96	4,338.56	4,555.49	4,783.26	5,022.42
Accounting Specialist- Confidential	26	5,675.66	5,959.44	6,257.41	6,570.28	6,898.79
Administrative Assistant	20	4,902.85	5,147.99	5,405.39	5,675.66	5,959.44
Administrative Assistant- Confidential	22	5,147.99	5,405.39	5,675.66	5,959.44	6,257.41
Administrative Services Director	M57	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Assistant Planner	26	5,675.66	5,959.44	6,257.41	6,570.28	6,898.79
Associate Civil Engineer - Registered Engineer	41	8,180.99	8,590.04	9,019.54	9,470.52	9,944.05
Associate Civil Engineer/Storm Water Manager	37	7,420.40	7,791.42	8,180.99	8,590.04	9,019.54
Associate Planner	31	6,410.02	6,730.52	7,067.05	7,420.40	7,791.42
Battalion Chief	M50	10,358.19	10,876.10	11,419.91	11,990.91	12,590.46
Building Inspector I	25	5,537.22	5,814.08	6,104.78	6,410.02	6,730.52
Building Permit Technician	16	4,447.03	4,669.38	4,902.85	5,147.99	5,405.39
Chief Building Official	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
City Manager	M73	18,030.35	18,931.87	19,878.46	20,872.38	21,916.00
Code Enforcement Officer	25	5,537.22	5,814.08	6,104.78	6,410.02	6,730.52
Community Development Director	M57	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Community Services & Promotions Director	M57	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Community Services Officer	SS17	4,521.64	4,747.72	4,985.11	5,234.37	5,496.09
Deputy Administrative Services Director	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Deputy City Manager	M54	11,419.91	11,990.91	12,590.46	13,219.98	13,880.98
Deputy Community Development Director	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Deputy Community Development Director / Building Official / Economic Development Director	M51	10,617.14	11,148.00	11,705.40	12,290.67	12,905.20
Deputy Public Works Director	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Finance Analyst	M39	7,922.68	8,318.81	8,734.75	9,171.49	9,630.06
Finance Technician	21	5,022.42	5,273.54	5,537.22	5,814.08	6,104.78
Finance Technician- Confidential	22	5,147.99	5,405.39	5,675.66	5,959.44	6,257.41
Fire Captain	F41	8,174.21	8,582.92	9,012.07	9,462.67	9,935.80
Fire Captain Specialist I	F41-1	8,255.95	8,668.75	9,102.19	9,557.30	10,035.17
Fire Captain Specialist II	F41-2	8,337.69	8,754.57	9,192.30	9,651.92	10,134.52
Fire Captain/Paramedic	F41-10	8,991.63	9,441.21	9,913.27	10,408.93	10,929.38
Fire Captain/Paramedic/Specialist I	F41-11	9,073.37	9,527.04	10,003.39	10,503.56	11,028.74
Fire Captain/Paramedic/Specialist II	F41-12	9,155.12	9,612.88	10,093.52	10,598.20	11,128.11
Fire Chief	M60	13,219.98	13,880.98	14,575.03	15,303.78	16,068.97
Fire Engineer	F34	6,893.06	7,237.71	7,599.60	7,979.58	8,378.56
Fire Engineer Specialist I	F34-1	6,961.99	7,310.09	7,675.59	8,059.37	8,462.34
Fire Engineer Specialist II	F34-2	7,030.92	7,382.47	7,751.59	8,139.17	8,546.13
Fire Engineer/OIC	F34-2	7,030.92	7,382.47	7,751.59	8,139.17	8,546.13
Fire Engineer/OIC/Specialist I	F34-3	7,099.85	7,454.84	7,827.58	8,218.96	8,629.91
Fire Engineer/OIC/Specialist II	F34-4	7,168.78	7,527.22	7,903.58	8,298.76	8,713.70
Fire Engineer/Paramedic	F34-10	7,582.37	7,961.49	8,359.56	8,777.54	9,216.42
Fire Engineer/Paramedic/Specialist I	F34-11	7,651.30	8,033.87	8,435.56	8,857.34	9,300.21
Fire Engineer/Paramedic/OIC	F34-12	7,720.23	8,106.24	8,511.55	8,937.13	9,383.99
Fire Engineer/Paramedic/Specialist II	F34-12	7,720.23	8,106.24	8,511.55	8,937.13	9,383.99
Fire Engineer/Paramedic/OIC/Specialist I	F34-13	7,789.16	8,178.62	8,587.55	9,016.93	9,467.78
Fire Engineer/Paramedic/OIC/Specialist II	F34-14	7,858.09	8,250.99	8,663.54	9,096.72	9,551.56
Firefighter	F31	6,404.70	6,724.94	7,061.19	7,414.25	7,784.96
Firefighter Specialist I	F31-1	6,468.75	6,792.19	7,131.80	7,488.39	7,862.81
Firefighter Specialist II	F31-2	6,532.79	6,859.43	7,202.40	7,562.52	7,940.65
Firefighter/FEO	F31-2	6,532.79	6,859.43	7,202.40	7,562.52	7,940.65
Firefighter/FEO/Specialist I	F31-3	6,596.84	6,926.68	7,273.01	7,636.66	8,018.49

MONTHLY SALARY
Approved May XX, 2024
Effective May XX, 2024

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Firefighter/FEO/Specialist II	F31-4	6,660.89	6,993.93	7,343.63	7,710.81	8,096.35
Firefighter/Paramedic	F31-10	7,045.17	7,397.43	7,767.30	8,155.67	8,563.45
Firefighter/Paramedic/Specialist I	F31-11	7,109.22	7,464.68	7,837.91	8,229.81	8,641.30
Firefighter/Paramedic/FEO	F31-12	7,173.26	7,531.92	7,908.52	8,303.95	8,719.15
Firefighter/Paramedic/Specialist II	F31-12	7,173.26	7,531.92	7,908.52	8,303.95	8,719.15
Firefighter/Paramedic/FEO/Specialist I	F31-13	7,237.31	7,599.18	7,979.14	8,378.10	8,797.01
Firefighter/Paramedic/FEO/Specialist II	F31-14	7,301.36	7,666.43	8,049.75	8,452.24	8,874.85
GIS/Business Analyst	30	6,257.41	6,570.28	6,898.79	7,243.73	7,605.92
Human Resources Manager	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Inspector	22	5,147.99	5,405.39	5,675.66	5,959.44	6,257.41
Lead Maintenance Worker	19	4,783.26	5,022.42	5,273.54	5,537.22	5,814.08
Lead Zookeeper	18	4,669.38	4,902.85	5,147.99	5,405.39	5,675.66
Maintenance Worker I	9	3,747.81	3,935.20	4,131.96	4,338.56	4,555.49
Maintenance Worker II	15	4,338.56	4,555.49	4,783.26	5,022.42	5,273.54
Office Assistant II	10	3,841.51	4,033.59	4,235.27	4,447.03	4,669.38
Office Assistant III	13	4,131.96	4,338.56	4,555.49	4,783.26	5,022.42
Planning Manager	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Police Chief	M64	14,575.03	15,303.78	16,068.97	16,872.42	17,716.04
Police Commander	M50	10,358.19	10,876.10	11,419.91	11,990.91	12,590.46
Police Corporal	PD39	7,770.35	8,158.86	8,566.80	8,995.14	9,444.90
Police Corporal - Intermediate POST	PD38I	7,964.61	8,362.84	8,780.98	9,220.03	9,681.03
Police Corporal- Advanced POST	PD38A	8,158.86	8,566.80	8,995.14	9,444.90	9,917.15
Police Lead Records Technician	SS26	5,633.48	5,915.15	6,210.91	6,521.46	6,847.53
Police Level 3 Reserve Officer	PD35	7,047.93	7,400.33	n/a	n/a	n/a
Police Officer	PD35	7,047.93	7,400.33	7,770.35	8,158.87	8,566.81
Police Officer - Intermediate POST	PD35i	7,224.13	7,585.34	7,964.61	8,362.84	8,780.98
Police Officer - Advanced POST	PD35A	7,400.33	7,770.35	8,158.87	8,566.81	8,995.15
Police Officer Recruit	SS25	5,496.09	n/a	n/a	n/a	n/a
Police Sergeant	PS45	9,029.20	9,480.66	9,954.69	10,452.42	10,975.04
Police Sergeant - Advanced POST	PS45A	9,254.93	9,717.68	10,203.56	10,713.74	11,249.43
Police Sergeant - Supervisory POST	PS45S	9,480.66	9,954.69	10,452.42	10,975.04	11,523.79
Public Safety Dispatcher	SS25	5,496.09	5,770.89	6,059.43	6,362.40	6,680.52
Public Safety Dispatcher - EMD	SS25E	5,546.09	5,823.39	6,114.56	6,420.29	6,741.30
Public Safety Dispatcher w/Longevity	SS25L	5,770.89	6,059.43	6,362.40	6,680.52	7,014.55
Public Safety Dispatcher - EMD with Longevity	SS25EL	5,820.89	6,111.93	6,417.53	6,738.41	7,075.33
Public Safety Lead Dispatcher	SS29	6,059.43	6,362.40	6,680.52	7,014.55	7,365.28
Public Safety Lead Dispatcher - EMD	SS29E	6,109.43	6,414.90	6,735.65	7,072.44	7,426.06
Public Safety Lead Dispatcher w/ Longevity	SS29L	6,362.40	6,680.52	7,014.55	7,365.28	7,733.54
Public Safety Lead Dispatcher - EMD with Longevity	SS29EL	6,412.40	6,733.02	7,069.68	7,423.17	7,794.32
Public Works Analyst	M39	7,922.68	8,318.81	8,734.75	9,171.49	9,630.06
Public Works Director	M57	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Public Works Inspector	27	5,814.08	6,104.78	6,410.02	6,730.52	7,067.05
Public Works Operations Manager	38	7,605.91	7,986.21	8,385.52	8,804.80	9,245.04
Recreation Coordinator	20	4,902.85	5,147.99	5,405.39	5,675.66	5,959.44
Recreation Supervisor	28	5,959.43	6,257.40	6,570.27	6,898.78	7,243.72
Senior Building Inspector	35	7,067.05	7,420.40	7,791.42	8,180.99	8,590.04
Senior Planner	37	7,420.40	7,791.42	8,180.99	8,590.04	9,019.54
Senior Property Evidence Specialist	SS37	7,365.28	7,733.54	8,120.22	8,526.23	8,952.54
Senior Property Evidence Specialist- EMD	SS37E	7,415.28	7,786.04	8,175.35	8,584.12	9,013.32

MONTHLY SALARY
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CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Senior Property Evidence Specialist w/Longevity	SS37L	7,733.54	8,120.22	8,526.23	8,952.54	9,400.17
Senior Property Evidence Specialist - EMD with Longevity	SS37EL	7,783.54	8,172.72	8,581.36	9,010.43	9,460.95
Senior Recreation Coordinator	24	5,405.39	5,675.66	5,959.44	6,257.41	6,570.28
Systems Administrator III	35	7,067.05	7,420.40	7,791.42	8,180.99	8,590.04
Technical Support Specialist II	20	4,902.85	5,147.99	5,405.39	5,675.66	5,959.44
Website and Social Media Technician	20	4,902.85	5,147.99	5,405.39	5,675.66	5,959.44
WWTP Operator in Training	11	3,935.20	4,131.96	4,338.56	4,555.49	4,783.26
WWTP Operator I	18	4,669.38	4,902.85	5,147.99	5,405.39	5,675.66
WWTP Operator II	24	5,405.39	5,675.66	5,959.44	6,257.41	6,570.28
Zoo Director	M46	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Zoo Education Curator	9	3,747.81	3,935.20	4,131.96	4,338.56	4,555.49
Zoo Supervisor	20	4,902.85	5,147.99	5,405.39	5,675.66	5,959.44
Zookeeper I	9	3,747.81	3,935.20	4,131.96	4,338.56	4,555.49

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, ESTABLISHING THE COMPENSATION AND BENEFIT PLAN FOR NON-REPRESENTED PROFESSIONAL AND MANAGEMENT WORKERS AND CONFIDENTIAL EMPLOYEES, EFFECTIVE MAY 15, 2024 – JUNE 30, 2024

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

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

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

WHEREAS, the City Council adopted Resolution 2023-069 on October 10, 2023, establishing the compensation and benefit plan for Non-Represented Professional and Management workers and Confidential employees and desires to replace that resolution with this resolution and rescind said adoption.

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

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

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

Positions

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

Executive Management Positions

Administrative Services Director

City Manager

Community Development Director

Community Services & Promotions Director

Deputy City Manager

Fire Chief

Police Chief

Public Works Director

Management Positions

Battalion Chief

Chief Building Official

Deputy Administrative Services Director

Deputy Community Development Director

Deputy Community Development Director/Building Official/Economic Development Director

Deputy Public Works Director

Finance Analyst

Human Resources Manager

Planning Manager

Police Commander

Public Works Analyst

Zoo Director

Confidential (Includes only designated positions within the classifications)

Accounting Specialist

Administrative Assistant

Finance Technician

Salaries

This one (1) year agreement shall provide salary increases according to the following formula and schedule:

The following monthly salaries are effective May 15, 2024:

SALARY WORKSHEET MONTHLY SALARY Effective May 15, 2024					
CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Accounting Specialist- Confidential	5,675.66	5,959.44	6,257.41	6,570.28	6,898.79
Administrative Assistant- Confidential	5,147.99	5,405.39	5,675.66	5,959.44	6,257.41
Administrative Services Director	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Battalion Chief	10,358.19	10,876.10	11,419.91	11,990.91	12,590.46
Chief Building Official	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
City Manager	18,030.35	18,931.87	19,878.46	20,872.38	21,916.00
Community Development Director	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Community Services & Promotions Director	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Deputy Administrative Services Director	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Deputy City Manager	11,419.91	11,990.91	12,590.46	13,219.98	13,880.98
Deputy Community Development Director	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Deputy Community Development Director / Building Official / Economic Development Director	10,617.14	11,148.00	11,705.40	12,290.67	12,905.20
Deputy Public Works Director	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Finance Analyst	7,922.68	8,318.81	8,734.75	9,171.49	9,630.06
Finance Technician- Confidential	5,147.99	5,405.39	5,675.66	5,959.44	6,257.41
Fire Chief	13,219.98	13,880.98	14,575.03	15,303.78	16,068.97
Human Resources Manager	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Planning Manager	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91
Police Chief	14,575.03	15,303.78	16,068.97	16,872.42	17,716.04
Police Commander	10,358.19	10,876.10	11,419.91	11,990.91	12,590.46
Public Works Analyst	7,922.68	8,318.81	8,734.75	9,171.49	9,630.06
Public Works Director	12,290.67	12,905.20	13,550.46	14,227.98	14,939.38
Zoo Director	9,395.18	9,864.94	10,358.19	10,876.10	11,419.91

Work Period

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

Overtime Rate

Overtime for non-exempt employees, shall be compensated at the rate of time and one-half the regular rate of pay. All overtime shall be recorded and paid in the following manner:

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

Overtime Hours Paid

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

Schools/Training/Conferences

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

Compensatory Time (CT)

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

Scheduling Compensatory Time

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

Deferred Compensation

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

Longevity Exclusively as Section 457 Contribution

- a. For those active employees that have attained 10 years of continuous full time employment, the City, consistent with sections (b) through (f) below, shall deposit funds into a separate deferred compensation plan Section 457 account for each employee in the following amounts:
 - i. Fiscal Year 2021-2022: \$50 for each whole year of continuous full-time employment with the City
 - ii. After July 1, 2022: \$100 per year for each whole year of continuous full-time employment with the City
- b. Only employees who have received an overall rating of "satisfactory" or better on their last evaluation on file will be eligible for the longevity 457 contribution.
- c. Whole years of full time employment shall be determined on September 1st of each year for each active employee.
- d. Fractions of a year will be rounded down to the nearest whole year.
- e. For Fiscal Year 2021-2022, deposit into the deferred compensation account shall be made in one lump sum no later than 60 days after execution of this MOU. Thereafter, deposit

into the deferred compensation account shall be made in one lump sum annually no later than the second pay period in September.

- f. Based on title 2 of the California Code of Regulations Section 571, the annual City deferred contribution for longevity into the separate deferred compensation plan, will not be considered special compensation, will not be reported to CalPERS as compensation and will not be considered as compensation when calculating an employee's retirement benefits. In the event that CalPERS at some time in the future determines that the longevity Section 457 Contribution meets the definition of "Special Compensation", both parties agree to reopen negotiations related to the financial impacts and implementation of this issue.

Health Benefits

1. Effective January 1, 2023, for unit members who elect to have "Family" coverage, the City shall pay an amount not to exceed \$2,156.19 per month for employees electing Family coverage. The City contribution shall go toward the cost of all medical, dental, vision and life insurance benefit premiums for the unit member employee and dependents. City shall pay for increased costs to medical, dental, vision and life insurance premiums for the employee and fifty percent (50%) of increased costs for dependents based upon HMO plan costs.
2. Effective January 1, 2023, for unit members who elect to have "Employee +1" coverage, the City shall pay an amount not to exceed \$1,607.23 per month for employees electing Employee +1 coverage. The City contribution shall go toward the cost of all medical, dental, vision and life insurance benefit premiums for the unit member employee and dependent. City shall pay for increased costs to medical, dental, vision and life insurance premiums for the employee and fifty percent (50%) of increased costs for the dependent based upon HMO plan costs.
3. Effective January 1, 2023, for unit members who elect to have "Employee Only" coverage, the City shall pay amount not to exceed \$1,216.16 per month for employees electing Employee Only coverage. The City contribution shall go toward the cost of all medical, dental, vision and life insurance benefit premiums for the unit member employee for the term of this agreement. City shall pay for increased costs to medical, dental, vision and life insurance premiums for the employee based upon the HMO plan costs.

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

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

The program parameters are:

- The benefit is available upon retirement from PERS or other similar retirement program after age 50; and

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

Life Insurance

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

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

Long-Term Disability Insurance

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

State Disability Insurance

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

Leave

Administrative Leave

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

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

Vacation Leave

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

Holidays

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

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

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

Sick Leave

- 1. Sick leave accumulates at a rate of 3.69 hours per pay period. There is no limit to the accumulation.
- 2. Stay Well Bonus. Employees with 384 or more hours of accumulated sick leave shall be eligible for the Stay Well Bonus. The Stay Well Bonus will be implemented as follows:
 - a. The sick leave pay-off will occur during the twelve- (12) month period beginning the first day after the second pay period in October and ending on the last day of the second pay period in October of the following year after an employee has accumulated and maintained 384 hours of sick leave.
 - b. Once the eligibility requirements have been met, an employee may opt to receive a pay-off equal to one-third (1/3) of the unused annual allotment of sick leave. (The annual allotment is 95.94 hours).
 - c. Checks will be prepared by December 15 of each year.

3. Sick Leave Payback. When an executive management employee, a management employee or confidential employee terminates employment in good standing, after five (5) years of continuous service with the City of Atascadero in an executive management, management, or confidential position, as defined in this Resolution, he/she shall be paid one-half of his/her accumulated Sick Leave.
4. In any calendar year, up to two days (16 hours) of sick leave may be used for personal reasons without explanation. These days are not intended as vacation days and may not be used to extend vacations or holidays.

Bereavement Leave

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

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

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

For purposes of this section, "immediate family" means: spouse or domestic partner, parent (including biological, foster, or adoptive parent, a stepparent, or a legal guardian), grandparent, grandchild, child (including biological, foster, or adopted child, a stepchild, a legal ward, a child of a domestic partner, or a child of a person standing in loco parentis), brother, sister, aunt, uncle, son-in-law, daughter-in-law, mother-in-law, father-in-law, brother-in-law, sister-in-law or significant other.

Twenty-four (24) hours of the paid absence shall be considered "bereavement leave", and any remaining time shall be from other paid time off available to the employee.

When an employee has exhausted the bereavement leave provided in this section, the employee may submit a request to his/her Department Head and request additional time off work. If approved, the employee must use their other accrued paid leave. The employee may elect which accrued paid leave he/she shall use during the additional leave. However, the employee may not use more than forty (40) hours of accrued sick leave for bereavement purposes. If the additional leave approved by the Department Head is longer than forty (40) hours, the employee is required to use accrued paid leave other than sick leave.

Retirement

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

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

TIER 1

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

TIER 2

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

TIER 3

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

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

CalPERS Sworn Safety Members (as defined by CalPERS)

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

TIER 1

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

TIER 2

Sworn Safety Member employees hired between July 14, 2012 and December 31, 2012, and Sworn Safety Member employees hired on or after January 1, 2013 who meet the definition of a Classic Member under CalPERS, are provided benefits pursuant to the 3%

@ 55 Benefit Formula (G.C. Section 21363.1), Final Compensation 3 Year (G.C. Section 20037) and Unused Sick Leave Credit (G.C. Section 20965). The City will pay 0% (zero percent) of the Sworn Safety Member employee contribution of 9% (nine percent). Sworn Safety Member employees will pay the employee contribution of 9% (nine percent).

TIER 3

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

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

Education Incentive Pay

Employees shall be reimbursed up to \$1,600.00 per fiscal year for books, tuition and related educational expenses for attending college or other professional training, providing the coursework is job-related, and the employee received a passing grade.

Uniform/Safety Equipment Allowance

- a. The City shall provide an annual uniform allowance of eight hundred dollars (\$800) for Police Chief and Commanders, and eight hundred fifty dollars (\$850) for the Fire Chief and Battalion Chiefs. Upon initial hire the employee will receive \$800/\$850. In the second year the amount will be prorated based upon the actual number of months employed in the prior year. When an employee separates from the City the Uniform Allowance will be prorated based upon the number of months worked in the then current fiscal year.
- b. The City will make a lump sum payment of the uniform allowance no later than the second payday in July.
- c. Uniforms damaged on duty shall be replaced as prorated by the Chiefs. Employees are required to seek reimbursement through the courts with all practical diligence.
- d. The City shall make available a bulletproof vest. Employees requesting a vest shall certify that they will wear the vest at all times, except in extreme climatic conditions. Vests shall be replaced or refurbished on an as needed basis as determined by the Chief of Police. Employees already owning a vest shall continue to use them until repair or refurbishment becomes necessary, as determined by the Chief of Police.
- e. Rain boots - The City shall comply with the requirements of CAL/OSHA as it relates to providing rain gear including rain boots.

Commitment to Fair and Reasonable Changes to the CalPERS System

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

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

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

PASSED AND ADOPTED at a regular meeting of the City Council held on the ____th day of May, 2024.

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

AYES:
NOES:
ABSENT:
ABSTAIN:

CITY OF ATASCADERO:

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item B1

Department: Fire
Date: 5/14/24
Placement: Public Hearing

TO: JAMES R. LEWIS, CITY MANAGER
FROM: CASEY BRYSON, FIRE CHIEF
PREPARED BY: KELLY AREBALO, ADMINISTRATIVE ASSISTANT

SUBJECT: Weed Abatement Hearing of Objections

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.

DISCUSSION:

Section 6-13.03 of the Atascadero Municipal Code addresses the abatement of vegetative growth and/or refuse, which constitutes a hazard. Atascadero Fire & Emergency Services conducted its initial inspection during the middle of March. There are approximately 11,282 parcels within the City.

Compliance with the Weed Abatement Section of our Municipal Code is a critical component of our Fuel Management Plan. The City of Atascadero does not want to be in the mowing business. The intent of this program is to encourage citizens to independently manage the weeds on their properties. An efficient Fuel Management Program helps the City keep wildland fires at a minimum and the cost of staffing down.

The City recovers costs for administering this program through recovery of the contractor cost of abatement, plus a flat fee of \$282, plus an administrative fee equal to 166% of the contractor's fee, which are then placed on the San Luis Obispo County Special Tax Assessment for the fiscal year 2024-2025 Tax Roll. This fee structure is intended to cover 100% of the cost of the weed abatement program, ensuring that compliant property owners/taxpayers do not subsidize the cost of the program.

As part of the abatement process, the City Council is required to hear objections to the proposed removal of vegetative growth and/or refuse. This hearing allows any affected property owner to object to the proposed abatement of hazards on their property.

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.


ALTERNATIVES:

No alternative is recommended.

REVIEWED BY OTHERS:

This item has been reviewed by the Fire Chief and Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item C1

Department: Police
Date: 5/14/24
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER
FROM: DAN SUTTLES, CHIEF OF POLICE
PREPARED BY: DAN SUTTLES, CHIEF OF POLICE
SUBJECT: Community Cleanliness

RECOMMENDATIONS:

Council:

1. Provide direction to staff on options to enhance and/or expand the existing Graffiti Abatement ordinance.
2. Provide staff direction on options to address the unauthorized removal of shopping carts from retail establishments and the abatement of abandoned shopping carts.
3. Authorize the Director of Administrative Services to appropriate an additional \$30,000 of General Fund Reserves for Campsite Debris Removal in each of the fiscal years 2023-2024 and 2024-2025 and move the budget for Campsite Debris Removal from the Parks Division of Public Works to the Police Department.

REPORT IN BRIEF:

Community cleanliness is providing a clean, safe, and healthy community and ensuring that the City remains a beautiful place to live, work and visit. Community cleanliness is paramount to supporting community vibrancy, ensuring economic sustainability, promoting Downtown vibrancy, expanding commercial activities and enhancing quality of life. In order to promote and sustain community cleanliness efforts in the City, staff is seeking direction on:

1. Possible enhancements to or expansion of the existing Graffiti Abatement Ordinance.
2. Options to address the unauthorized removal of shopping carts and the abatement of abandoned shopping carts.
3. Amending the Campsite Debris Removal budget.

DISCUSSION:

Encouraging and maintaining a clean community makes living in, working in, and visiting that community healthier, more inviting, and creates a safer space for everyone. Changes in legislation over the past several years and the increase in community complaints related to cleanliness issues throughout the City has promoted staff to look for new and creative solutions

to address these concerns. The Council's adopted Strategic Priorities and related Key Focus Areas include such things as community vibrancy and flourishing community which is directly related to community cleanliness and the prioritization of the health and safety of the community. As part of these priorities and focus areas, City staff developed the following Action Plan items:

- Maintain the Atascadero Creek as a quality aesthetic feature
- Facilitate increased activity and use of The Plaza on El Camino
- Encourage compatible development of vacant lots
- Ensure that the resources (tools, equipment, facilities, technology) are available to assist staff and to build staff capacity
- Develop strategies to ensure adequate staffing based on projected changes to workload as community grows/demands change
- Consider revisions to the municipal code to create a shopping cart ordinance that does not require a large upfront capital investment from local businesses
- Implement strategies for ongoing areas of public concern including design of public spaces
- Continue to perform regular clean-ups of problem encampments
- Continue to perform vegetation management activities in the Downtown District

To address complaints, further the Council's goals and to ensure Atascadero remains a beautiful city to live, work, and visit, staff is asking Council to review potential amendments to the Municipal Code to better address graffiti abatement, increase the campsite debris removal budget and move said budget to the Police Department, and look at options for a potential shopping cart ordinance. Reviewing options for and making adjustments in these areas will provide further tools for City staff to address issues and concerns related to community cleanliness.

Graffiti Abatement

Graffiti is a public nuisance and destructive of the rights and values of property owners as well as the entire community. Unless the City acts to remove graffiti from public and private property, the graffiti tends to remain. Other property then becomes the target of graffiti, and entire neighborhoods or districts are affected and become less desirable places in which to be, all to the detriment of the City.

Many jurisdictions have graffiti abatement ordinances to assure that graffiti is addressed promptly. These ordinances range from the establishment of the violation, institution of criminal and civil penalties and civil liability of parents, city funded abatement and enforcement on public and private property, cost recovery for abatement and enforcement on private property, abatement as a condition to the issuance of certain city permits and discretionary approvals, to the creation of a vandalism and graffiti reward system fund.

A graffiti abatement ordinance currently exists within the Atascadero Municipal Code (AMC) under Title 5, Chapter 14. This ordinance establishes the violation, institutes criminal and civil penalties and civil liability of parents, creates a duty to remove graffiti on public and private property within 48 hours, and provides a mechanism for the City to enforce and/or abate

where, following notice, graffiti is not removed from private property, and cost recovery through an assessment on the property. While these provide tools to the City, there is a significant amount of resources including staff time and General Fund dollars that are required by these provisions. Balancing the need to address graffiti, costs associated with doing so, and sensitive to the fact that property owners are victims of this graffiti, staff would like to discuss various options with the Council for graffiti abatement, enforcement, cost recovery and any necessary ordinance amendments.

Currently, graffiti abatement is the responsibility of the property owner, and the City does not routinely enforce removal on private property. When the presence of graffiti on private property is brought to the City's attention, efforts are made to contact the property owner and seek voluntary compliance for the removal of the graffiti. On public property, when Public Works staff discovers or is notified of the existence of graffiti, a member of the Public Works Department will document and abate if minor or notify the Police Department for more significant graffiti for documentation into a police report, then abate. Given the size and workload of the Public Works Department, graffiti abatement on public property is sometimes delayed, and is not feasible on private property. Historically, graffiti abatement volunteers would remove graffiti on public property and those volunteers have slowly faded away and there has not been capacity on the part of the City to solicit new volunteers.

Graffiti Abatement and Enforcement

In the case where graffiti is found on private property, City staff will notify private property owners. If the private property owner does not abate the graffiti promptly or refuses to abate the graffiti, the City may need to abate the graffiti on their behalf. To better address graffiti abatement on private property in the City, staff is looking for direction on options for deterrence and abatement. These could include:

- Continuing to seek voluntary compliance.
- Incentivizing reporting those engaged in graffiti through a graffiti reward fund.
- Conditioning the issuance of encroachment permits for encroaching objects or structures to include deterrence or abatement conditions.
- Conditioning projects with discretionary approvals to include deterrence or abatement conditions.
- Utilizing the Code Enforcement Process for compliance and citation issuance.
- City provided abatement services:
 - Abatement through a negotiated contract with one or more painting contractors.
 - Abatement through a volunteer program.
 - Abatement with limitations on the use of City funds.
 - Abatement utilizing City employees and City funds, with or without limitations.

Graffiti on public property (traffic signs, sidewalks, buildings, etc.) is currently abated by Public Works staff. Due to staffing limitations, coupled with the steep increase of graffiti over the last five years, and the time required for abatement depending on the type, location, and size of the graffiti, staff is also requesting direction from Council on the abatement of graffiti on public property. Council may direct staff to continue utilizing Public Works employees, direct staff to

actively pursue and maintain a volunteer program and/or direct staff to engage an on-call painting contractor(s).

Cost Recovery

Responding to complaints, determining ownership of the property, undertaking the abatement process and noticing as well as following up with property owners who are not complying and pursuing criminal and civil penalties takes staff time and City resources. Staff time spent responding to and following up on graffiti is notable. This often includes members of both the Public Works and Police Departments and depending on the location of the graffiti, may involve the City Manager's Office. Cost recovery, where applicable, is an option Council may wish to pursue.

Should Council wish to pursue cost recovery through the assessment process only, as is currently outlined in the AMC, the amount of the costs to be recovered by the City should equal the actual cost of removal plus an administrative fee to recover allocated staff time. The addition of an escalator to the fee could be considered to deter those who refuse to abate and/or rely on the City to abate all occurrences of graffiti. Details regarding the process of subjecting the real property to a special assessment should be outlined in the ordinance.

If the Council would prefer flexibility in pursuit of cost recovery, amending the AMC to allow for various types of cost recovery may be an option. Where proper notice has been provided cost recovery proceedings could be instituted pursuant to Government Code Sections [38772](#) and [38773.2](#) (lien against minor, parents or "other person's" property, as defined therein), [38773.6](#) (special assessment against the property of minor, parents or "other person's" property, as defined therein), [38773.1](#) (lien against the property owner), or [38773.5](#) (special assessment against the property owner). Details regarding the noticing process should be outlined in the ordinance.

Additionally, or in the alternative, the City could abate the graffiti, invoice the property owner, and if the property owner fails to reimburse the City, institute collections proceedings. The process for invoicing could be included in the ordinance or could follow already established City policies and procedures.

Unauthorized Removal and Abatement of Abandoned Shopping Carts

Many retail establishments provide shopping carts for the convenience of customers while shopping on the premises of such businesses. However, shopping carts removed from the premises of such businesses and left abandoned on public or private property throughout the City constitute a public nuisance and a potential hazard to the health and safety of the public. These carts are often removed and possessed illegally for the storage and transportation of junk and debris by the unhoused community and as a result of this use are often of little or no value to the retail establishment if and when they are recovered.

There is significant staff time and resources expended between both the Public Works and Police Departments involved with the locating, collecting, transporting, storing, notification to cart owners, and ultimate disposal of these carts. The proliferation of lost, stolen, or abandoned

shopping carts on public and private property causes blighting conditions in the community, results in the obstruction of free access to public and private sidewalks, streets, parking lots, and other ways, interferes with pedestrian and vehicular traffic on public and private streets and impedes emergency services.

Over the past several years, cities like Morro Bay and San Luis Obispo have implemented shopping cart ordinances to provide additional tools to city staff to address issues related to community cleanliness. Staff desires to discuss options and receive direction from the Council to address the unauthorized removal of shopping carts from retail establishments and the abatement of abandoned shopping carts. An ordinance could be drafted to address any or all of the following:

1. Cart Containment Mandate
2. Cart Retrieval Mandate
3. Unauthorized Removal and Possession
4. Cost Recovery and Enforcement

Cart Containment Mandate

One option the Council may consider is the establishment of a Cart Containment Mandate which would place requirements on retail establishments to institute a plan to deter and prevent customers from removing shopping carts from the premises of such business without the authorization of the owner. To comply with this mandate the ordinance could require, or businesses could choose to voluntarily implement one or all of the following:

- Permanently affix a cart identification and removal warning sign pursuant to Section 22435.1 of the Business and Professions Code.
- Provide sufficient notice to customers that removal of shopping carts from the premises is prohibited by state law.
- Implement and maintain specific physical measures to prevent, deter or impede the removal of shopping carts from the premises.
- Periodically educate and train new and existing employees on the requirements of the containment mandate and the provisions of state law.

Additionally, the Council could consider an exemption to the cart containment mandate for those businesses that provide a total of ten or less shopping carts for use by customers of such business or those businesses that comply with the cart retrieval mandate.

Cart Retrieval Mandate

Another option the Council may consider is the establishment of a Retrieval Mandate which would require establishments to provide for the retrieval of that establishment's lost, stolen or abandoned shopping carts. To comply with this mandate businesses could choose to voluntarily implement, or the ordinance could require, one or all of the following:

- Develop and implement a plan for retrieval of abandoned shopping carts within three days of a cart's removal from the premises or after receiving notice from the City that the shopping cart has been abandoned.
- Provide on-call or regularly scheduled employees or contractors for the patrol for and/or retrieval of lost, stolen or abandoned shopping carts.
- Authorize the immediate impoundment by the City of abandoned shopping carts not in compliance with Section 22435.7 of the Business and Professions Code.
- After 30 days of storage, authorize the sale or disposal by the City of abandoned shopping carts not in compliance with Section 22435.7 of the Business and Professions Code.

Additionally, the Council could consider an exemption to the cart retrieval mandate for those businesses that provide a total of ten or less shopping carts for use by customers of such business or those businesses that comply with the cart containment mandate.

Unauthorized Removal and Possession

In order to provide enforcement officers additional tools needed to successfully discourage the unauthorized removal, possession, and abandonment of shopping carts, Council could consider prohibiting some or all of the following actions:

- Unauthorized removal of a shopping cart from the premise or parking lot of an establishment.
- Leaving or abandoning a shopping cart at a location other than the premises or parking area of the establishment.
- Altering or tampering with a shopping cart, the removal of any part or portion thereof, or the removal, obliteration or alteration of the serial number on a cart.
- Possession of any shopping cart while that cart is not located on the premises or parking lot of a business establishment.

Additionally, Council may consider the appropriate penalties associated to the violation of any prohibited removal, possession, or abandonment of shopping carts. Options may include an infraction, a misdemeanor, or a combination in which the first offence is an infraction, and subsequent offences are misdemeanors.

Cost Recovery and Enforcement

Given the significant staff time and City resources necessary for abatement of abandoned shopping carts, Council may consider cost recovery options in the event a shopping cart is retrieved, stored, and/or ultimately disposed of by the City. Options to consider include:

- An administrative fine for each daily occurrence of the impoundment of an establishment's shopping carts in excess of three daily occurrences during a specified six-month period for failure to retrieve shopping carts.
- Reimbursement for the City's actual costs for retrieving, storing and/or disposing of shopping cart or carts not in compliance with Section 22435 of the Business and Professions Code.

- Fines and fees as outlined in Section 22435 of the Business and Professions Code for those carts in compliance with the Code.
- No implementation of fines or cost recovery.
- Utilizing the Code Enforcement process for compliance and citation issuance.
- Hiring a contractor to retrieve and return abandoned carts to the establishment or deliver to the City Corp Yard or elsewhere for storage.

Campsite Debris Removal

Homeless encampments have social, economic, and environmental impacts on our community. While the City, community-based organizations, and regional partners continue to coordinate on implementing long-term solutions to address the issue of chronic homelessness, the City is responsible for removing trash and abandoned materials on public property.

Encampments create a significant risk to individuals, the environment and community health and safety. If not addressed, encampments discourage community members and patrons from visiting and shopping in the downtown, parks, public spaces, and special events. Over the past several years, the number of homeless encampments on public property, including creek areas, parks, and in the public right of way has dramatically increased. Weekly, sometimes daily requests by community members and businesses to address this issue, including daily trash and receptacle pick-up in the downtown area, far outweigh staff's ability to respond, resulting in staff reprioritizing their workload and focusing on street and park preventative maintenance efforts. To streamline the encampment clean-up efforts, the City utilizes a local vendor to remove and haul the abandoned materials to the landfill.

Currently, the annual budget for encampment clean-up is \$50,000. Costs to sustain the necessary level of cleanup needed exceeds the current budget. The budget allocation for campsite clean-ups is relatively new, having started with fiscal year 2021/22. Since its inception, this budget has been utilized successfully by the Outreach for Under-Represented Residents (OUR) Team to address encampment cleanups. It is anticipated that the need for this service will continue while homelessness remains a significant issue in the State. To sustain these services, staff recommends increasing the budgets for fiscal years 2023/24 and 2024/25 from \$50,000 to \$80,000. This increase would allow the OUR Team to maintain the current level of service.

Currently, the Campsite Debris Removal budget is budgeted in the Parks Department. However, the Police Department's OUR Team regularly embarks upon clean-up efforts that necessitate the use of a local vendor to remove and haul the abandoned materials to the landfill. The OUR Team identifies areas in need of clean-up through both reactive measures, such as responding to calls for service from residents, and proactive measures, such as conducting regular patrols throughout the City. It is the responsibility of the Police Department to monitor the quality and completeness of the job and reallocating the budget to Police streamlines the process and ensures the proper oversight.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

1. Council may direct staff to present a draft ordinance on graffiti abatement and/or shopping carts.
2. Council may request further analysis of options presented regarding proposed ordinance(s).
3. Council may choose not to approve the Campsite Debris Removal budget.
4. Council may request staff to conduct further analysis before moving the budget or may decide not to move the Campsite Debris Removal budget to the Police Department.

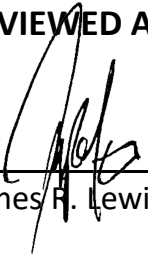
FISCAL IMPACT:

Approving the recommendation in this staff report regarding camp cleanups will result in the expenditure of \$60,000 in General Fund reserves over fiscal years 2023/2024 and 2024/2025.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director, Public Works Director, and the Deputy City Manager.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager