



CITY OF ATASCADERO CITY COUNCIL AGENDA

MEETING INFORMATION:

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

HOW TO OBSERVE THE MEETING REMOTELY:

To observe remotely, residents can livestream the meeting on [Zoom](#), SLO-SPAN.org, 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 observe remotely using the Zoom platform please visit:

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

HOW TO SUBMIT PUBLIC COMMENT:

Public comment may be provided in-person.

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

AMERICANS WITH DISABILITIES ACT ACCOMMODATIONS:

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

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS:

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

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

www.atascadero.org/agendas

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



CITY OF ATASCADERO CITY COUNCIL

AGENDA

Tuesday, February 25, 2025

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

City Council Regular Session:

6:00 P.M.

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

PLEDGE OF ALLEGIANCE: Council Member Peek

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

PRESENTATION:

1. Recognition of Outgoing Planning Commissioners

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 – February 11, 2025, Regular Meeting
Recommendation: Council approve the February 11, 2025, City Council Regular Meeting minutes. [City Clerk]

2. January 2025 Accounts Payable and Payroll

- Fiscal Impact: \$5,978,319.40
- Recommendation: Council approve certified City accounts payable, payroll vendor checks for January 2025. [Administrative Services]

3. December 2024 Investment Report

- Fiscal Impact: None

- Recommendation: Council receive and file the City Treasurer's report for quarter ending December 31, 2024 [Administrative Services]

4. First Amendment to Solid Waste Collection Franchise Agreement

- Fiscal Impact: None
- Recommendation: Council approve Draft Resolution authorizing an Amendment to the Solid Waste Collection Franchise Agreement with USA Waste of California, Inc. (dba Atascadero Waste Alternatives) and authorizing the City Manager to execute the Amendment. [Public Works]

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

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

B. PUBLIC HEARINGS:

1. Atascadero Tourism Business Improvement District (ATBID) Change to Ordinance for Lodging Owner Nomination Process and Composition of the Board

- Fiscal Impact: None.
- Recommendation: Council Introduce for first reading, by title only, Draft Ordinance amending Atascadero Municipal Code Section 3-16.07, changing the lodging business owner nomination process for Board Members and composition of the Board for the Atascadero Tourism Business Improvement District (ATBID) [Community Services and Promotions].

2. 2025 Community Development Block Grant Funding Recommendations

- Fiscal Impact: Estimated revenue and expenditure of \$146,534 of CDBG funds.
- Recommendation: Council review and approve funding recommendations for the 2025 Community Development Block Grant (CDBG) program and authorize staff to adjust final award amounts proportionately upon receipt of the final funding amount. [Public Works].

C. MANAGEMENT REPORTS:

1. Agreement for Consolidation of Atascadero Transit Services into San Luis Obispo Regional Transit Authority

- Fiscal Impact: \$650,000 in TDA funds annually, subject to CPI and negotiations, and a potential reduction in General Fund staff time reimbursements.

- Recommendation: Council approve the Agreement for Consolidation of Atascadero Transit Services (Dial A Ride) into San Luis Obispo Regional Transit Authority (RTA). [Public Works]

2. Charles Paddock Zoo Accreditation Update and Recommended Investment Plan

- Fiscal Impact: Expenditure of \$1,000,000 of budgeted Zoo project funds and a commitment to fund up to \$340,000 in additional staff costs in future years.
- Recommendation: Council authorize the Director of Administrative Services to reallocate \$1,000,000 in budgeted Zoo Exhibit Refurbishment Match funds to Zoo Animal Habitat Maintenance and Upgrades, and commit to funding up to \$340,000 in additional staff costs in future years. [Community Services and Promotions]

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

Mayor Bourbeau

1. City Selection Committee
2. County Mayor’s Round Table
3. Integrated Waste Management Authority (IWMA)

Mayor Pro Tem Dariz

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

Council Member Funk

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

Council Member Newsom

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

Council Member Peek

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

F. 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

ADJOURNMENT



CITY OF ATASCADERO CITY COUNCIL

MINUTES

Tuesday, February 11, 2025

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

City Council Regular Session:

6:00 P.M.

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

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

ROLL CALL:

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

Absent: None

Others Present: None

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

PRESENTATION:

1. Employee Recognition Awards

City Manager Lewis presented the following employees with Service Awards:

- **5 Years:** Cody Ferris, Firefighter
- **10 Years:** Steve Stucky, Police Corporal
Nick DeBar, Public Works Director
- **25 Years:** Kelly Arebalo, Administrative Assistant (Fire)
Casey Bryson, Fire Chief

A. CONSENT CALENDAR:

1. City Council Draft Minutes – January 28, 2025, Regular Meeting and January 29, 2025 Special Meeting

- Recommendation: Council approve the January 28, 2025, City Council Regular Meeting minutes and January 29, 2025 City Council Special Meeting minutes. [City Clerk]

2. Contract Award for 2025 Public Works On-Call Inspection and Development Review Services

- Fiscal Impact: General Fund and Capital Project expenditures up to \$250,000, partially offset by permit service fee revenues.
- Recommendation: Council award a professional services agreement to Filippin Engineering to provide on-call engineering inspection and development review services not to exceed \$250,000 during the 2025 calendar year. [Public Works]

3. Contract Plan Check Services Budget Amendment

- Fiscal Impact: General Fund expenditures up to \$100,000, offset by permit service fee revenues.
- Recommendation: Council authorize the City Manager to enter into a contract amendment increasing Interwest Consulting Services’ contract by \$100,000, for a total contract amount not to exceed \$180,000. [Community Development]

4. Del Rio Ranch (DEV24-0044)

- Fiscal Impact: The project is expected to be revenue positive.
- Recommendation: Council adopt on second reading, by title only, Draft Ordinance approving a Zoning Map Amendment and amendments to the Del Rio Road Commercial Area Specific Plan, based on findings. [Community Development]

5. Amended City Council 2025 Meeting Schedule

- Fiscal Impact: None
- Recommendation: Council approve the amended City Council meeting schedule for 2025 [City Clerk]

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None.

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Peek

- 1. Approve Consent Calendar (#A2: Contract No. 2025-003) (#A3: Contract No. 2023-006 (A2)) (#A4: Ordinance 683)**

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau
ABSENT (0):

Passed 5-0

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

COMMUNITY FORUM:

The following persons spoke: Mary Verdin, Wendy Lewis, Geoff Auslen

B. PUBLIC HEARINGS:

1. **Atascadero Tourism Business Improvement District (ATBID) Change to Ordinance for Lodging Owner Nomination Process and Composition of the Board**
 - Fiscal Impact: None.
 - Recommendation: Council Introduce for first reading, by title only, Draft Ordinance amending Atascadero Municipal Code Section 3-16.07, changing the lodging owner nomination process for Board Members and composition of the Board for the Atascadero Tourism Business Improvement District (ATBID) [Community Services and Promotions].

Ex Parte: None

Community Services and Promotions Director Terrie Banish gave the presentation. Director Banish and City Attorney Dave Fleishman answered questions from the City Council.

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen

Mayor Bourbeau closed the Public Comment period.

There was Council consensus to continue the public hearing to February 25, 2025, and direct staff to bring the ordinance back, on that date, with revised language, for first reading.

C. MANAGEMENT REPORTS:

1. **Award DBE – Public Safety Facilities Project**
 - Fiscal Impact: The total cost of this project is \$37,133,000. Bond financing for the Project is expected to account for \$29,000,000. Sales Tax Measure D-20 is funding the debt service on the bond financing, and also the non-financed portions of the project through Project-specific reserves in the Building Maintenance Fund. Impacts to the Building Maintenance Fund may be mitigated if Federal dollars are received, if additional Sales Tax Measure D-20 are set aside, and interest earnings on the unspent borrowed funds are realized.
 - Recommendation: Council:

1. Award a Design-Build contract to the F&H Construction and LDA Partners team for \$31,072,318 for the New and Renovated Public Safety Facilities Project, Project No. C2021B01 (“Project”).
2. Authorize the Director of Administrative Services to allocate \$3,500,000 in Building Maintenance Funds in fiscal year 2024-2025 to begin the Project. [City Manager]

Deputy City Manager/City Clerk Christensen gave the presentation and answered questions from the Council. Eric Wohle (LDA Partners) and Stephen Seibly & Daniel Hoff (F&H Construction) also presented and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen, Zach Jackson

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Newsom

1. Award a Design-Build contract to the F&H Construction and LDA Partners team for \$31,072,318 for the New and Renovated Public Safety Facilities Project, Project No. C2021B01 (“Project”). (Contract #2025-004)
2. Authorize the Director of Administrative Services to allocate \$3,500,000 in Building Maintenance Funds in fiscal year 2024-2025 to begin the Project.

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau
ABSENT (0):

Passed 5-0

Recess: 7:48 pm
Reconvene: 7:58 pm

2. Comprehensive Financial Strategy

- Fiscal Impact: None.
- Recommendation: Council review and file the Comprehensive Financial Strategy [Administrative Services]

Administrative Services Director Rangel gave the report and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

Council received and filed the Comprehensive Financial Strategy.

3. Update on Council Goals and Action Plan

- Fiscal Impact: None

- Recommendation: Council receive and file a report on the progress being made relative to the City Council's goals [City Manager]

Deputy City Manager/City Clerk Christensen gave the presentation and answered questions from City Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen

Mayor Bourbeau closed the Public Comment period.

Council received and filed the report on the progress being made relative to the City Council's Goals

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

Mayor Bourbeau

1. Mayor Bourbeau reported that he would be attending the "State of the City" hosted by the Atascadero Chamber of Commerce at Colony Theater on 2/13/25
2. Council Goal Setting Workshop to be held on 2/21 and 2/22
3. Mayor Bourbeau reported the passing of "Dan the Barber"

Council Member Funk

1. Homeless Services Oversight Council
2. Council Member Funk reported that she and Mayor Bourbeau participated in the Earth Shine community clean up
3. Attended REACH conference in Santa Barbara on 1/30/25

Council Member Newsom

1. SLO Council of Governments (SLOCOG)

Council Member Peek

1. City of Atascadero Finance Committee

- F. INDIVIDUAL DETERMINATION AND / OR ACTION:** None

ADJOURNMENT

Mayor Bourbeau adjourned the meeting at 8:39 p.m.

MINUTES PREPARED BY:

Alyssa Slater
Deputy City Clerk

APPROVED:



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item A2

Department: Administrative Services
Date: 2/25/25
Placement: Consent

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

RECOMMENDATION:

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

DISCUSSION:

Attached for City Council review and approval are the following:

PAYROLL

Dated	1/2/25	Checks # 36231-36237	\$	7,563.89
		Direct Deposits		408,847.13
Dated	1/16/25	Checks # 36238-36245		4,692.17
		Direct Deposits		459,087.63
Dated	1/30/25	Checks # 36246-36255		7,735.51
		Direct Deposits		428,781.37

ACCOUNTS PAYABLE

Dated 1/1/25-1/31/25	Checks # 180428 - 180673 & EFTs 5433-5452 & 5461-5465			4,661,611.70
	TOTAL AMOUNT		\$	5,978,319.40

FISCAL IMPACT:

Total expenditures for all funds is \$ 5,978,319.40

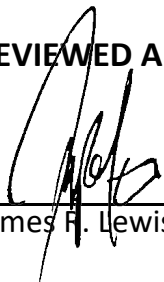
CERTIFICATION:

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



Jeri Rangel
Director of Administrative Services

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT:

January 2025 Eden Warrant Register in the amount of \$ 4,661,611.70

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
180428	01/03/2025	ANJANETTE ORDONEZ	Accounts Payable Check	1,550.00
180429	01/03/2025	WEX BANK - BUSINESS UNIVERSAL	Accounts Payable Check	10,902.59
180430	01/03/2025	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	9,836.87
180431	01/03/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,151.80
180432	01/03/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
180433	01/03/2025	MISSIONSQUARE	Payroll Vendor Payment	20,968.79
180434	01/03/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	680.09
180435	01/03/2025	SLO COUNTY SHERIFF	Payroll Vendor Payment	200.00
5433	01/06/2025	MCGRIFF INSURANCE SERVICE TRUIST INSURANCE HC	Payroll Vendor Payment	1,105.01
5434	01/06/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	14,410.61
5435	01/06/2025	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	692.30
5436	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	17,248.50
5437	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	35,241.36
5438	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,902.18
5439	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,830.30
5440	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	8,773.51
5441	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	12,053.71
5442	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	21,557.07
5443	01/06/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	30,049.73
5444	01/06/2025	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,180.00
5445	01/06/2025	SEIU LOCAL 620	Payroll Vendor Payment	981.43
180437	01/06/2025	ANTHEM BLUE CROSS HEALTH	Payroll Vendor Payment	232,039.58
180440	01/06/2025	GIS BENEFITS	Payroll Vendor Payment	16,773.12
5446	01/07/2025	RABOBANK, N.A.	Payroll Vendor Payment	77,413.20
5447	01/07/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	24,302.73
5448	01/07/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	4,758.84
5449	01/09/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	135.00
180441	01/10/2025	43 HOLDINGS INC	Accounts Payable Check	820.78
180442	01/10/2025	A-1 PEST MANAGEMENT	Accounts Payable Check	199.00
180443	01/10/2025	ANTECH DIAGNOSTICS	Accounts Payable Check	1,543.44
180445	01/10/2025	AT&T	Accounts Payable Check	2,025.43
180446	01/10/2025	AVILA TRAFFIC SAFETY	Accounts Payable Check	794.01
180447	01/10/2025	BERRY MAN, INC.	Accounts Payable Check	349.15
180448	01/10/2025	RYAN BETZ	Accounts Payable Check	74.97
180449	01/10/2025	TERRI RECCHIA BLEDSOE	Accounts Payable Check	280.00
180450	01/10/2025	BRANCH SMITH PROPERTIES	Accounts Payable Check	398.00
180451	01/10/2025	BRENDLER JANITORIAL SERVICE	Accounts Payable Check	2,970.00
180452	01/10/2025	BURKE,WILLIAMS, & SORENSON LLP	Accounts Payable Check	7,722.50
180453	01/10/2025	CAROLLO ENGINEERS, INC.	Accounts Payable Check	11,424.00
180454	01/10/2025	CG VISUAL SOLUTIONS CORP.	Accounts Payable Check	925.68

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
180455	01/10/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	2,025.65
180456	01/10/2025	LARA CHRISTENSEN	Accounts Payable Check	33.39
180457	01/10/2025	COLOR CRAFT PRINTING	Accounts Payable Check	508.52
180458	01/10/2025	CRYSTAL CRIMBCHIN	Accounts Payable Check	404.99
180459	01/10/2025	CULLIGAN SANTA MARIA	Accounts Payable Check	262.93
180460	01/10/2025	DEPARTMENT OF JUSTICE	Accounts Payable Check	453.00
180461	01/10/2025	DIVISION OF STATE ARCHITECT	Accounts Payable Check	175.60
180462	01/10/2025	DRIVE CUSTOMS	Accounts Payable Check	2,946.71
180463	01/10/2025	EL CAMINO VETERINARY HOSP	Accounts Payable Check	59.24
180464	01/10/2025	EN FUEGO EVENTS	Accounts Payable Check	2,000.00
180465	01/10/2025	EPIC IT SUPPORT	Accounts Payable Check	3,800.00
180466	01/10/2025	ESCUELA DEL RIO	Accounts Payable Check	900.00
180467	01/10/2025	FARM SUPPLY COMPANY	Accounts Payable Check	923.03
180468	01/10/2025	FENCE FACTORY ATASCADERO	Accounts Payable Check	490.50
180469	01/10/2025	FULL CUP SOLUTIONS LLC	Accounts Payable Check	3,750.00
180470	01/10/2025	GHS PARTS, INC.	Accounts Payable Check	230.11
180471	01/10/2025	HAAKER EQUIPMENT COMPANY INC.	Accounts Payable Check	868.90
180472	01/10/2025	KELLIE K. HART	Accounts Payable Check	112.00
180474	01/10/2025	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	14,249.39
180475	01/10/2025	SETH W HUGHES	Accounts Payable Check	317.00
180476	01/10/2025	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	156.43
180477	01/10/2025	J. CARROLL CORPORATION	Accounts Payable Check	7,074.20
180478	01/10/2025	JEFF & TONY'S DSD, LLC	Accounts Payable Check	569.06
180479	01/10/2025	JK'S UNLIMITED, INC.	Accounts Payable Check	2,287.91
180480	01/10/2025	JOE A. GONSALVES & SON	Accounts Payable Check	3,000.00
180481	01/10/2025	K & M INTERNATIONAL	Accounts Payable Check	2,762.75
180482	01/10/2025	KW CONSTRUCTION	Accounts Payable Check	36,905.00
180483	01/10/2025	LIN LI	Accounts Payable Check	90.00
180484	01/10/2025	LIFE ASSIST, INC.	Accounts Payable Check	124.18
180485	01/10/2025	MARBORG INDUSTRIES	Accounts Payable Check	1,397.59
180486	01/10/2025	MARK43, INC.	Accounts Payable Check	119,744.00
180487	01/10/2025	MID STATE ROOFING INC	Accounts Payable Check	3,450.00
180488	01/10/2025	MIG	Accounts Payable Check	19,342.55
180489	01/10/2025	MINER'S ACE HARDWARE	Accounts Payable Check	299.65
180490	01/10/2025	KATIE MULDER	Accounts Payable Check	526.76
180491	01/10/2025	NATURE PLANET, INC.	Accounts Payable Check	299.28
180492	01/10/2025	NBS	Accounts Payable Check	8,234.94
180493	01/10/2025	NEW TIMES	Accounts Payable Check	2,138.00
180494	01/10/2025	NUTRIEN AG SOLUTIONS, INC.	Accounts Payable Check	1,484.61
180495	01/10/2025	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	76.64

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
180498	01/10/2025	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	77,219.02
180499	01/10/2025	PEAKWIFI, LLC	Accounts Payable Check	1,300.00
180500	01/10/2025	PENGUIN RANDOM HOUSE, LLC	Accounts Payable Check	372.47
180501	01/10/2025	PORTER CONSTRUCTION, INC.	Accounts Payable Check	29,830.00
180502	01/10/2025	QUADIENT, INC.	Accounts Payable Check	124.46
180503	01/10/2025	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	197.79
180504	01/10/2025	RECOGNITION WORKS	Accounts Payable Check	104.40
180505	01/10/2025	RICHARDS, WATSON & GERSHON	Accounts Payable Check	13,000.00
180506	01/10/2025	RICK ENGINEERING COMPANY	Accounts Payable Check	35,537.00
180507	01/10/2025	ROYAL GATE & FENCE INC	Accounts Payable Check	18,950.00
180508	01/10/2025	SCOTT O'BRIEN FIRE & SAFETY CO	Accounts Payable Check	282.20
180509	01/10/2025	VOID	Accounts Payable Check	0.00
180510	01/10/2025	SP MAINTENANCE SERVICES, INC.	Accounts Payable Check	600.00
180511	01/10/2025	SPEAKWRITE, LLC.	Accounts Payable Check	337.04
180512	01/10/2025	DR. CYNTHIA STRINGFIELD	Accounts Payable Check	31.47
180513	01/10/2025	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	1,650.00
180514	01/10/2025	DANIEL SUTTLES	Accounts Payable Check	117.00
180515	01/10/2025	TABLET COMMAND INC	Accounts Payable Check	23,750.00
180516	01/10/2025	MADELINE M. TAYLOR	Accounts Payable Check	134.10
180517	01/10/2025	TEN OVER STUDIO, INC.	Accounts Payable Check	5,183.75
180518	01/10/2025	TRIPEPI SMITH AND ASSC., INC.	Accounts Payable Check	541.25
180519	01/10/2025	U.S. POSTAL SERVICE	Accounts Payable Check	4,000.00
180520	01/10/2025	UBEO BUSINESS SERVICES	Accounts Payable Check	435.38
180521	01/10/2025	UNITED RENTALS	Accounts Payable Check	3,982.81
180522	01/10/2025	USA BLUE BOOK	Accounts Payable Check	255.63
180523	01/10/2025	VERDIN	Accounts Payable Check	3,795.00
180524	01/10/2025	VERIZON WIRELESS	Accounts Payable Check	105.33
180525	01/10/2025	VINO VICE, INC.	Accounts Payable Check	446.50
180526	01/10/2025	WALLACE GROUP	Accounts Payable Check	8,110.00
180527	01/10/2025	WCJ PROPERTY SERVICES	Accounts Payable Check	1,125.00
180528	01/10/2025	KAREN B. WYKE	Accounts Payable Check	991.50
180529	01/17/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,151.80
180530	01/17/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
180531	01/17/2025	MISSIONSQUARE	Payroll Vendor Payment	16,795.12
180532	01/17/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	638.83
180533	01/17/2025	SLO COUNTY SHERIFF	Payroll Vendor Payment	200.00
5450	01/21/2025	MCGRIFF INSURANCE SERVICE TRUIST INSURANCE HC	Payroll Vendor Payment	1,105.01
5451	01/21/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	19,720.61
5452	01/21/2025	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	692.30
5461	01/21/2025	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,114.00

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
5462	01/21/2025	SEIU LOCAL 620	Payroll Vendor Payment	981.43
5463	01/21/2025	RABOBANK, N.A.	Payroll Vendor Payment	96,785.96
5464	01/21/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	31,928.71
5465	01/21/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	6,212.50
180534	01/24/2025	13 STARS MEDIA	Accounts Payable Check	950.00
180535	01/24/2025	A & T ARBORISTS & VEGETATION	Accounts Payable Check	2,820.00
180536	01/24/2025	ADAMSKI,MOROSKI,MADDEN,	Accounts Payable Check	629.00
180537	01/24/2025	AGM CALIFORNIA, INC.	Accounts Payable Check	1,640.00
180538	01/24/2025	AGP VIDEO, INC.	Accounts Payable Check	1,830.00
180539	01/24/2025	AIRGAS USA, LLC	Accounts Payable Check	383.84
180540	01/24/2025	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	370.00
180541	01/24/2025	ALPHA ELECTRICAL SERVICE	Accounts Payable Check	414.00
180542	01/24/2025	ALTHOUSE & MEADE, INC.	Accounts Payable Check	1,336.20
180543	01/24/2025	AMERICAN WEST TIRE & AUTO INC	Accounts Payable Check	2,204.62
180544	01/24/2025	ANTECH DIAGNOSTICS	Accounts Payable Check	597.61
180545	01/24/2025	JESSICA APPEGATE	Accounts Payable Check	49.31
180546	01/24/2025	AT&T	Accounts Payable Check	31.53
180547	01/24/2025	AT&T	Accounts Payable Check	760.93
180548	01/24/2025	ATASCADERO HAY & FEED	Accounts Payable Check	5,058.57
180550	01/24/2025	ATASCADERO MUTUAL WATER CO.	Accounts Payable Check	79,035.65
180551	01/24/2025	BATTERY SYSTEMS, INC.	Accounts Payable Check	146.67
180552	01/24/2025	BELL'S PLUMBING REPAIR, INC.	Accounts Payable Check	2,600.00
180553	01/24/2025	BERRY MAN, INC.	Accounts Payable Check	1,235.95
180554	01/24/2025	BRANCH SMITH PROPERTIES	Accounts Payable Check	398.00
180555	01/24/2025	CA BUILDING STANDARDS COMM.	Accounts Payable Check	322.20
180556	01/24/2025	AIDEN J. CAPOZZOLI	Accounts Payable Check	74.00
180557	01/24/2025	CARBON HEALTH MED GROUP OF CA	Accounts Payable Check	210.00
180558	01/24/2025	CAROLLO ENGINEERS, INC.	Accounts Payable Check	14,894.95
180559	01/24/2025	CEN-CAL CONSTRUCTION	Accounts Payable Check	1,058,343.62
180560	01/24/2025	CENTRAL COAST PRINT COMPANY	Accounts Payable Check	35.34
180561	01/24/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	4,414.24
180562	01/24/2025	VOID	Accounts Payable Check	0.00
180563	01/24/2025	JOSEPH A. CHOUINARD	Accounts Payable Check	3,154.64
180566	01/24/2025	CINTAS	Accounts Payable Check	4,248.12
180567	01/24/2025	COBAN TECHNOLOGIES, INC.	Accounts Payable Check	1,125.00
180568	01/24/2025	CORNERS LIMITED	Accounts Payable Check	11,508.73
180569	01/24/2025	COYOTE TRACTOR SERVICES, LLC	Accounts Payable Check	4,850.00
180570	01/24/2025	CRYSTAL SPRINGS WATER	Accounts Payable Check	20.00
180571	01/24/2025	CUESTA POLYGRAPH & INVEST. LLC	Accounts Payable Check	1,100.00
180572	01/24/2025	CULBERT PLUMBING INC.	Accounts Payable Check	350.00

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
180573	01/24/2025	CULLIGAN SANTA MARIA	Accounts Payable Check	447.28
180574	01/24/2025	DEPARTMENT OF CONSERVATION	Accounts Payable Check	1,144.69
180575	01/24/2025	DEPARTMENT OF JUSTICE	Accounts Payable Check	605.00
180576	01/24/2025	DIMES MEDIA CORPORATION	Accounts Payable Check	172.00
180577	01/24/2025	EBERHARD EQUIPMENT	Accounts Payable Check	69,186.25
180578	01/24/2025	ECONOMIC DEV COLLABORATIVE-	Accounts Payable Check	1,294.38
180579	01/24/2025	EL CAMINO HOMELESS ORG.	Accounts Payable Check	15,000.00
180580	01/24/2025	FARM SUPPLY COMPANY	Accounts Payable Check	1,564.17
180581	01/24/2025	FENCE FACTORY ATASCADERO	Accounts Payable Check	15.23
180582	01/24/2025	FERRELL'S AUTO REPAIR	Accounts Payable Check	56.70
180583	01/24/2025	FGL ENVIRONMENTAL	Accounts Payable Check	278.00
180584	01/24/2025	FILIPPIN ENGINEERING, INC.	Accounts Payable Check	56,777.40
180585	01/24/2025	TIMOTHY K. FOSTER	Accounts Payable Check	39.00
180586	01/24/2025	GEOSOLUTIONS, INC.	Accounts Payable Check	13,994.41
180587	01/24/2025	GHS PARTS, INC.	Accounts Payable Check	52.70
180588	01/24/2025	STEVEN STEEL GREY, JR.	Accounts Payable Check	53.00
180589	01/24/2025	HART IMPRESSIONS PRINTING	Accounts Payable Check	1,027.22
180590	01/24/2025	HARTZELL GEN. ENG. CONTRACTOR	Accounts Payable Check	882,008.40
180591	01/24/2025	DAVID J. HAZELWOOD	Accounts Payable Check	54.00
180592	01/24/2025	HIGH COUNTRY OUTDOOR, INC.	Accounts Payable Check	550.00
180593	01/24/2025	BRADLEY L. HILL	Accounts Payable Check	6,000.00
180594	01/24/2025	HILLTOP WELDING & FABRICATION	Accounts Payable Check	270.00
180595	01/24/2025	HINDERLITER, DE LLAMAS	Accounts Payable Check	2,424.34
180596	01/24/2025	JIFFY LUBE	Accounts Payable Check	168.62
180597	01/24/2025	JK'S UNLIMITED, INC.	Accounts Payable Check	7,668.10
180598	01/24/2025	KEY TERMITE & PEST CONTROL,INC	Accounts Payable Check	555.00
180599	01/24/2025	KPRL 1230 AM	Accounts Payable Check	1,320.00
180600	01/24/2025	LEAGUE OF CALIFORNIA CITIES	Accounts Payable Check	14,798.00
180601	01/24/2025	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	28,663.00
180602	01/24/2025	AKSEL W. LESCHINSKY	Accounts Payable Check	34.00
180603	01/24/2025	JULIO LEYVA	Accounts Payable Check	40.00
180604	01/24/2025	LIFE ASSIST, INC.	Accounts Payable Check	1,459.70
180605	01/24/2025	GABRIELLE LINDMEIER	Accounts Payable Check	36.18
180606	01/24/2025	MADRONE LANDSCAPES, INC.	Accounts Payable Check	385.00
180607	01/24/2025	ANNETTE MANIER	Accounts Payable Check	12.73
180608	01/24/2025	MARBORG INDUSTRIES	Accounts Payable Check	592.37
180609	01/24/2025	MEDICAL WASTE ENVIRONMENTAL	Accounts Payable Check	435.40
180610	01/24/2025	MEDINA LIGHT SHOW DESIGNS	Accounts Payable Check	3,000.00
180611	01/24/2025	MICHAEL K. NUNLEY & ASSC, INC.	Accounts Payable Check	2,021.78
180612	01/24/2025	MID COAST MOWER & SAW, INC.	Accounts Payable Check	1,014.60

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
180613	01/24/2025	MIG	Accounts Payable Check	3,105.00
180614	01/24/2025	MINER'S ACE HARDWARE	Accounts Payable Check	414.28
180615	01/24/2025	TROY J. MITCHELL, SR.	Accounts Payable Check	3,450.00
180616	01/24/2025	MOSS, LEVY, & HARTZHEIM LLP	Accounts Payable Check	5,000.00
180617	01/24/2025	SAM MOUNTAIN	Accounts Payable Check	32.29
180618	01/24/2025	MUNICIPAL MAINT EQUIPMENT, INC	Accounts Payable Check	2,708.15
180619	01/24/2025	MV TRANSPORTATION, INC.	Accounts Payable Check	12,228.39
180620	01/24/2025	NEW TIMES	Accounts Payable Check	1,479.00
180621	01/24/2025	NORTH COAST ENGINEERING INC.	Accounts Payable Check	1,700.00
180622	01/24/2025	MARIA ORTIZ	Accounts Payable Check	178.36
180623	01/24/2025	PENGUIN RANDOM HOUSE, LLC	Accounts Payable Check	278.49
180624	01/24/2025	PERRY'S PARCEL & GIFT	Accounts Payable Check	59.75
180625	01/24/2025	SCOTT E. PIPAN	Accounts Payable Check	60.00
180626	01/24/2025	PORTER CONSTRUCTION, INC.	Accounts Payable Check	7,500.00
180627	01/24/2025	BARRETT W. PORTER	Accounts Payable Check	34.00
180628	01/24/2025	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	399.19
180629	01/24/2025	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	7,242.00
180630	01/24/2025	RECOGNITION WORKS	Accounts Payable Check	10.88
180631	01/24/2025	RICK ENGINEERING COMPANY	Accounts Payable Check	28,235.00
180632	01/24/2025	BRIAN S. RICKS	Accounts Payable Check	100.00
180633	01/24/2025	SCOTT O'BRIEN FIRE & SAFETY CO	Accounts Payable Check	269.04
180634	01/24/2025	SECURITAS TECHNOLOGY CORPORATN	Accounts Payable Check	686.11
180635	01/24/2025	SESAC, LLC	Accounts Payable Check	1,217.00
180636	01/24/2025	THE SHERWIN WILLIAMS CO INC.	Accounts Payable Check	61.95
180637	01/24/2025	SOCAL GAS	Accounts Payable Check	2,568.35
180638	01/24/2025	SOUTH BAY REGIONAL PUBLIC	Accounts Payable Check	245.00
180639	01/24/2025	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	785,798.06
180640	01/24/2025	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	2,499.75
180641	01/24/2025	KURT W. STONE	Accounts Payable Check	1,200.00
180642	01/24/2025	DANE J. STOVER	Accounts Payable Check	57.00
180643	01/24/2025	SUPERION, LLC	Accounts Payable Check	829.90
180644	01/24/2025	THOMSON REUTERS - WEST	Accounts Payable Check	212.09
180645	01/24/2025	THORN RUN PARTNERS LLC	Accounts Payable Check	3,000.00
180646	01/24/2025	TOWNSEND PUBLIC AFFAIRS, INC.	Accounts Payable Check	4,000.00
180647	01/24/2025	SKYLER E. TUCKER	Accounts Payable Check	79.00
180655	01/24/2025	U.S. BANK	Accounts Payable Check	55,026.86
180656	01/24/2025	ULTREX BUSINESS PRODUCTS	Accounts Payable Check	122.62
180657	01/24/2025	CAMERON S. UMPHENOUR	Accounts Payable Check	69.00
180658	01/24/2025	VANIR CONSTRUCTION MANAGEMENT	Accounts Payable Check	57,303.38
180659	01/24/2025	VERDIN	Accounts Payable Check	16,539.54

City of AtascaderoDisbursement Listing

For the Month of January 2025

Check Number	Check Date	Vendor	Description	Amount
180660	01/24/2025	VILLAGE ORIGINALS, INC.	Accounts Payable Check	75.99
180661	01/24/2025	VITAL RECORDS CONTROL	Accounts Payable Check	224.95
180662	01/24/2025	WATER SYSTEMS CONSULTING, INC.	Accounts Payable Check	67,156.40
180663	01/24/2025	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	595.00
180664	01/24/2025	WESTERN JANITOR SUPPLY	Accounts Payable Check	152.35
180667	01/24/2025	ZOOM IMAGING SOLUTIONS, INC.	Accounts Payable Check	4,056.31
180668	01/29/2025	CA DEPT OF TAX AND FEE ADMIN.	Accounts Payable Check	2,331.00
180669	01/31/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,557.51
180670	01/31/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
180671	01/31/2025	MISSIONSQUARE	Payroll Vendor Payment	14,786.84
180672	01/31/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	839.39
180673	01/31/2025	SLO COUNTY SHERIFF	Payroll Vendor Payment	200.00
				\$ 4,661,611.70



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item A3

Department: Administrative Services
Date: 2/25/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER

FROM: JERI RANGEL, DIRECTOR OF ADMINISTRATIVE SERVICES/TREASURER

PREPARED BY: ADRIANA ANGÜIS, ACCOUNTING SPECIALIST

SUBJECT: December 2024 Investment Report

RECOMMENDATION:

Council receive and file the City Treasurer's report for quarter ending December 31, 2024.

REPORT IN BRIEF:

CASH AND INVESTMENTS

Checking Account	\$ 4,075,807	
Zoo Credit Card Deposit Account	2,400	
Mechanics Bank Money Market Account	4,804,606	
Certificates of Deposit	17,357,917	
Government Securities	26,430,734	
Municipal Securities	9,521,219	
Supranational Securities	1,508,586	
LAIF	6,067,088	
Cash with Fiscal Agents (2024 Bonds)	23,482	
Cash in Banks at December 31, 2024		\$ 69,791,839
Deposits in Transit		156,050
Timing Differences		(2,933,318)
Cash and Investments at December 31, 2024		<u>\$ 67,014,571</u>

INVESTMENT ACTIVITY

Securities Purchased:

None

Securities Matured:

<u>Maturity Date</u>	<u>Description</u>	<u>Type</u>	<u>Original Cost</u>	<u>Amount Matured</u>
10/15/24	Federal National Mortgage Assn CUSIP #3135GOW66	Government Security	\$ 518,345	\$ 500,000
11/08/24	Raymond James Bank St. Petersburg, FL	Certificate of Deposit	245,000	245,000
11/18/24	Federal Farm Credit Bank CUSIP #3133ENZ94	Government Security	398,480	400,000
12/13/24	Federal Home Loan Bank CUSIP #3130A3GE8	Government Security	544,390	500,000

Securities Sold Prior to Maturity:

None

Other Reportable Activities:

None

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director/City Treasurer and the Deputy Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Treasurer's Report

City of Atascadero
Treasurer's Report
Cash & Investments Activity Summary
for the quarter ending December 31, 2024

	<u><i>CHECKING ACCOUNTS</i></u>	<u><i>INVESTMENTS</i></u>	<u><i>FISCAL AGENT</i></u>	<u><i>TOTALS</i></u>
Balance per Banks at October 1, 2024	\$ 1,172,269	\$ 68,618,148	\$ 1,494,608	\$ 71,285,025
Receipts	199,046	13,695,372	-	13,894,418
Recognition of Premiums & Discounts	-	51,546	-	51,546
Disbursements	(13,964,108)	(3,916)	(1,471,126)	(15,439,150)
Transfers In	16,860,000	189,000	-	17,049,000
Transfers Out	<u>(189,000)</u>	<u>(16,860,000)</u>	<u>-</u>	<u>(17,049,000)</u>
Balance per Banks at December 31, 2024	<u>\$ 4,078,207</u>	<u>\$ 65,690,150</u>	<u>\$ 23,482</u>	69,791,839
Deposits in Transit				156,050
Timing Differences				<u>(2,933,318)</u>
Adjusted Treasurer's Balance				<u><u>\$ 67,014,571</u></u>

City of Atascadero
Investment Report
December 31, 2024

<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
<u>Funds Managed by City</u>											
n/a	Local Agency Invest. Fund (LAIF)	n/a	State Investment Fund	n/a	n/a	4.43%	\$ 6,067,088	n/a	\$ 6,067,088	\$ 6,064,795	\$ (2,293)
n/a	Mechanic's Bank Money Market	n/a	Money Fund	n/a	n/a	4.67%	4,804,606	n/a	4,804,606	4,804,606	-
01/15/25	Int'l Bank for Recon & Develop CUSIP #459058HT3	01/16/20	Supranational Security	Aaa	1.63%	1.66%	500,000	(8)	499,992	499,535	(457)
01/20/25	Live Oak Banking Company Wilmington, NC	01/24/20	Certificate of Deposit	n/a	1.85%	1.85%	245,000	n/a	245,000	244,674	(326)
01/24/25	Baycoast Bank Swansea, MA	01/24/20	Certificate of Deposit	n/a	1.70%	1.70%	245,000	n/a	245,000	244,532	(468)
02/12/25	Federal Home Loan Mtge Corp CUSIP #3137EAEPO	03/13/20	Government Security	Aaa	1.50%	0.79%	500,000	417	500,417	498,375	(2,042)
03/03/25	Federal Farm Credit Bank CUSIP #3133ELQY3	03/04/20	Government Security	Aaa	1.21%	0.88%	500,000	277	500,277	497,440	(2,837)
03/26/25	Evergreen Bank Group Oak Brook, IL	03/26/20	Certificate of Deposit	n/a	1.00%	1.00%	245,000	n/a	245,000	243,074	(1,926)
03/27/25	Bank of Romney Romney, WV	03/27/20	Certificate of Deposit	n/a	1.15%	1.15%	245,000	n/a	245,000	243,140	(1,860)
03/27/25	First Jackson Bank Stevenson, AL	03/27/20	Certificate of Deposit	n/a	1.15%	1.15%	245,000	n/a	245,000	243,139	(1,861)
04/01/25	El Cajon Taxable Pension Obl CUSIP 282659AX9	01/27/21	Municipal Security	Aa	1.18%	0.70%	650,000	775	650,775	644,716	(6,059)
04/28/25	First National Bank McGregor, TX	04/28/20	Certificate of Deposit	n/a	1.35%	1.35%	245,000	n/a	245,000	242,675	(2,325)
04/29/25	Flagstar Bank Troy, MI	03/26/20	Certificate of Deposit	n/a	1.15%	1.15%	245,000	n/a	245,000	242,508	(2,492)
05/01/25	Corona California Pension CUSIP #21969AAD4	04/12/23	Municipal Security	AA+	1.13%	4.50%	450,000	(4,919)	445,081	445,136	55
05/15/25	Tennessee Valley Authority CUSIP #880591EW8	11/09/22	Government Security	Aaa	0.75%	4.77%	205,000	(2,986)	202,014	202,345	331
06/24/25	BMO Harris Bank NA Chicago, IL	11/08/23	Certificate of Deposit	n/a	3.20%	3.20%	225,000	(2,106)	222,894	223,911	1,017
06/30/25	US Treasury Notes CUSIP #912828XZ8	04/13/22	Government Security	Aaa	2.75%	2.61%	500,000	334	500,334	496,415	(3,919)
07/01/25	Northern Calif Power Agency CUSIP #664845FN9	04/13/22	Municipal Security	Aa3	2.39%	3.04%	305,000	(965)	304,035	302,103	(1,932)

City of Atascadero
Investment Report
December 31, 2024

<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
07/01/25	University of California CUSIP #91412GU94	10/22/20	Municipal Security	Aa2	3.06%	0.81%	\$ 300,000	\$ 3,363	\$ 303,363	\$ 298,206	\$ (5,157)
08/12/25	Goldman Sachs Bank New York, NY	11/08/23	Certificate of Deposit	n/a	3.05%	5.16%	246,000	(3,097)	242,903	244,271	1,368
08/18/25	Federal National Mortgage Assn CUSIP #3136G4M75	01/09/22	Government Security	Aaa	0.52%	4.70%	280,000	(7,180)	272,820	273,482	662
08/20/25	Northeast Community Bank White Plains, NY	07/19/23	Certificate of Deposit	n/a	0.45%	4.99%	160,000	(4,538)	155,462	156,275	813
09/01/25	San Bernardino Successor Agency Swansea, MA	10/22/20	Municipal Security	Aa	4.00%	0.71%	175,000	3,836	178,836	175,646	(3,190)
09/12/25	Federal Home Loan Bank CUSIP #3130A6C70	10/04/22	Government Security	Aaa	2.63%	4.13%	570,000	(5,824)	564,176	563,633	(543)
10/01/25	Folsom Cordova School District CUSIP #34440PCN9	11/10/20	Municipal Security	Aa-	3.00%	1.00%	400,000	5,964	405,964	396,228	(9,736)
10/03/25	Investar Bank Baton Rouge, LA	10/04/23	Certificate of Deposit	n/a	5.35%	5.35%	248,000	n/a	248,000	250,220	2,220
11/07/25	Federal National Mortgage Assn CUSIP #3135G06G3	12/14/20	Government Security	Aaa	0.50%	0.42%	500,000	340	500,340	484,385	(15,955)
11/15/25	Tulare Sewer Revenue CUSIP 899124MF5	12/11/20	Municipal Security	Aa	1.46%	0.58%	400,000	3,037	403,037	390,260	(12,777)
12/11/25	BMW Bank North America Salt Lake City, UT	12/11/20	Certificate of Deposit	n/a	0.50%	0.50%	245,000	n/a	245,000	236,812	(8,188)
12/18/25	Third Federal Savings & Loan Cleveland, OH	12/18/20	Certificate of Deposit	n/a	1.46%	1.46%	245,000	n/a	245,000	236,535	(8,465)
12/29/25	American Nat'l Bank Baxter, MN	09/29/23	Certificate of Deposit	n/a	5.00%	5.00%	248,000	n/a	248,000	250,098	2,098
01/15/26	First Reliance Bank Florence, SC	01/15/21	Certificate of Deposit	n/a	0.30%	0.30%	245,000	n/a	245,000	235,487	(9,513)
01/22/26	ConnectOne Bank Englewood Cliffs, NJ	01/22/21	Certificate of Deposit	n/a	0.45%	0.45%	245,000	n/a	245,000	235,697	(9,303)
01/22/26	Luana Savings Bank Luana, IA	01/22/21	Certificate of Deposit	n/a	0.40%	0.40%	245,000	n/a	245,000	235,641	(9,359)
02/09/26	First United Bank & Trust Durant, OK	03/16/23	Certificate of Deposit	n/a	4.25%	4.81%	120,000	(727)	119,273	120,185	912
02/11/26	Ind'l & Com'l Bank of China New York, NY	02/22/21	Certificate of Deposit	n/a	0.45%	0.45%	245,000	n/a	245,000	235,307	(9,693)

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02/24/26	Eaglebank Bethesda, MD	03/16/23	Certificate of Deposit	n/a	4.25%	4.25%	\$ 244,000	n/a	\$ 244,000	\$ 244,276	\$ 276
03/02/26	Federal Farm Credit Bank CUSIP #3133EFH91	03/03/21	Government Security	Aaa	2.22%	0.75%	876,000	14,928	890,928	854,556	(36,372)
03/27/26	Federal Agriculture Mtg Corp CUSIP #31422XDX7	03/30/21	Government Security	n/a	0.83%	0.87%	500,000	(233)	499,767	478,760	(21,007)
04/23/26	Malaga Bank Palos Verdes Peninsula, CA	04/23/21	Certificate of Deposit	n/a	0.55%	0.55%	245,000	n/a	245,000	233,933	(11,067)
04/24/26	Federal National Mortgage Assn CUSIP #3135G0K36	04/26/21	Government Security	Aaa	2.13%	0.77%	500,000	8,844	508,844	486,195	(22,649)
05/19/26	Eaglemark Savings Bank Reno, NV	05/19/21	Certificate of Deposit	n/a	0.70%	0.70%	245,000	n/a	245,000	233,950	(11,050)
05/31/26	US Treasury Notes CUSIP #91282CCF6	11/23/22	Government Security	Aaa	0.75%	4.15%	500,000	(23,080)	476,920	476,210	(710)
06/01/26	Golden St TOB CUSIP #38122NC59	05/10/23	Municipal Security	A	2.16%	4.52%	150,000	(4,801)	145,199	144,852	(347)
06/05/26	Enterprise Bank Omaha, NE	09/27/23	Certificate of Deposit	n/a	0.85%	4.99%	249,000	(14,189)	234,811	237,860	3,049
06/24/26	First Financial Bank Dakota Dunes, SD	09/27/23	Certificate of Deposit	n/a	3.15%	5.11%	249,000	(6,937)	242,063	245,693	3,630
06/30/26	UBS Bank USA Salt Lake City, UT	05/19/21	Certificate of Deposit	n/a	0.90%	0.90%	245,000	n/a	245,000	233,725	(11,275)
07/01/26	New York Community Bank Hicksville, NY	06/29/21	Certificate of Deposit	n/a	0.85%	0.85%	245,000	n/a	245,000	233,608	(11,392)
07/20/26	Southern Bancorp Bank Arkadelphia, AR	01/19/24	Certificate of Deposit	n/a	4.00%	4.00%	249,000	n/a	249,000	248,749	(251)
07/22/26	Toyota Financial Savings Bank Henderson, NV	07/22/21	Certificate of Deposit	n/a	0.95%	0.95%	245,000	n/a	245,000	233,561	(11,439)
08/01/26	Rancho Adobe Fire Protection CUSIP #752096AE7	10/14/21	Municipal Security	Aa	1.43%	1.25%	260,000	734	260,734	247,356	(13,378)
08/03/26	Bridgewater Bank St. Louis Pk, MN	11/03/23	Certificate of Deposit	n/a	5.15%	5.15%	248,000	n/a	248,000	252,139	4,139
08/13/26	Synchrony Bank Draper, UT	08/13/21	Certificate of Deposit	n/a	0.90%	0.90%	245,000	n/a	245,000	232,961	(12,039)
08/15/26	Dallas TX Ind School District CUSIP #235308D83	05/09/24	Municipal Security	Aaa	4.00%	4.86%	150,000	(1,967)	148,033	149,406	1,373

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08/15/26	El Paso TX CUSIP #283734Y21	05/09/24	Municipal Security	Aa	4.93%	4.93%	\$ 110,000	\$ (6,498)	\$ 103,502	\$ 104,240	\$ 738
09/24/26	Federal National Mortgage Assn CUSIP #3135G0Q22	09/24/21	Government Security	Aaa	1.88%	0.80%	500,000	9,267	509,267	480,535	(28,732)
09/29/26	First Bank Richmond Richmond, IN	09/29/21	Certificate of Deposit	n/a	0.55%	0.55%	245,000	n/a	245,000	230,731	(14,269)
10/01/26	California Infrastructure Bonds CUSIP #13034AL73	10/05/22	Municipal Security	AAA	1.04%	4.69%	155,000	(9,413)	145,587	146,455	868
10/01/26	Manteca Redevelopment Bonds CUSIP #56453RBA1	10/05/22	Municipal Security	AA	2.04%	4.81%	115,000	(5,283)	109,717	110,154	437
10/13/26	Federal Agricultural Mtge Corp CUSIP #31424WAN2	11/08/23	Government Security	n/a	5.00%	4.77%	700,000	2,737	702,737	708,316	5,579
10/31/26	US Treasury Notes CUSIP #912828YQ7	11/23/22	Government Security	Aaa	1.63%	4.07%	250,000	(10,682)	239,318	238,580	(738)
11/17/26	Capital One Bank Glen Allen, VA	11/17/21	Certificate of Deposit	n/a	1.10%	1.10%	245,000	n/a	245,000	232,133	(12,867)
11/17/26	Capital One National McLean, VA	11/17/21	Certificate of Deposit	n/a	1.10%	1.10%	245,000	n/a	245,000	232,133	(12,867)
11/17/26	Federal Agricultural Mtge Corp CUSIP #31422XP55	09/27/23	Government Security	n/a	1.15%	4.86%	500,000	(32,907)	467,093	471,055	3,962
12/21/26	Federal Home Loan Bank CUSIP #3130AQF65	12/30/21	Government Security	Aaa	1.25%	1.26%	500,000	(72)	499,928	472,835	(27,093)
12/28/26	Federal Farm Credit Bank CUSIP #3133EJ4E6	01/18/22	Government Security	Aaa	3.13%	1.58%	200,000	6,037	206,037	195,610	(10,427)
12/31/26	Bank Kremlin Kremlin, OK	12/31/21	Certificate of Deposit	n/a	1.05%	1.05%	245,000	n/a	245,000	231,072	(13,928)
01/15/27	San Joaquin Hills Trans Agency CUSIP # 798111HF0	01/19/22	Municipal Security	A2	2.15%	1.88%	500,000	2,692	502,692	477,055	(25,637)
01/19/27	First Foundation Bank Irvine, CA	10/25/23	Certificate of Deposit	n/a	4.70%	5.05%	230,000	(1,534)	228,466	232,962	4,496
02/10/27	Federal Agriculture Mtge Corp CUSIP #31422XTX0	02/17/22	Government Security	n/a	1.60%	1.96%	550,000	(4,067)	545,933	519,563	(26,370)
02/17/27	Beal Bank USA Las Vegas, NV	02/23/22	Certificate of Deposit	n/a	1.90%	1.90%	245,000	n/a	245,000	234,512	(10,488)
02/23/27	Sallie Mae Bank Salt Lake City, UT	10/13/22	Certificate of Deposit	n/a	2.20%	4.17%	184,000	(7,386)	176,614	177,152	538

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03/01/27	Sonoma Marin Area Rail Transit CUSIP #835588BA1	12/07/22	Municipal Security	AA	1.73%	4.45%	\$ 500,000	\$ (27,767)	\$ 472,233	\$ 471,540	\$ (693)
03/12/27	Federal Home Loan Bank CUSIP #3130A3DU5	03/17/22	Government Security	Aaa	3.00%	2.20%	500,000	8,523	508,523	487,690	(20,833)
03/16/27	American Express Nat'l Bank Sandy, UT	03/16/22	Certificate of Deposit	n/a	2.00%	2.00%	245,000	n/a	245,000	234,671	(10,329)
03/17/27	Beal Bank Plano, TX	03/23/22	Certificate of Deposit	n/a	2.00%	2.00%	245,000	n/a	245,000	233,902	(11,098)
04/14/27	Comenity Capital Bank Draper, UT	04/14/22	Certificate of Deposit	n/a	2.65%	2.65%	245,000	n/a	245,000	237,711	(7,289)
04/30/27	US Treasury Notes CUSIP # 91282CEN7	01/18/23	Government Security	Aaa	2.75%	3.64%	1,000,000	(19,754)	980,246	966,770	(13,476)
05/01/27	LA Unified School District CUSIP # 544646A77	05/11/22	Municipal Security	Aa3	5.72%	3.81%	500,000	21,282	521,282	511,980	(9,302)
05/15/27	US Treasury Notes CUSIP #912828X88	05/24/22	Government Security	Aaa	2.38%	2.87%	500,000	(5,546)	494,454	478,835	(15,619)
06/09/27	Federal Home Loan Bank CUSIP #3130A5JU4	06/22/22	Government Security	Aaa	3.04%	3.43%	200,000	(1,785)	198,215	194,150	(4,065)
06/11/27	Federal Home Loan Bank CUSIP #3130ASGU7	06/22/22	Government Security	Aaa	3.50%	3.41%	200,000	450	200,450	196,246	(4,204)
06/15/27	Federal Farm Credit Bank CUSIP #3133EHNRO	06/22/22	Government Security	Aaa	2.58%	3.43%	480,000	(9,467)	470,533	459,907	(10,626)
07/01/27	Sequoia CA Union High CUSIP #817409N50	05/10/23	Municipal Security	AA1	1.95%	4.20%	350,000	(18,456)	331,544	330,264	(1,280)
07/16/27	Federal Farm Credit Bank CUSIP #3133EAXT0	07/26/22	Government Security	Aaa	2.75%	2.98%	135,000	(744)	134,256	129,693	(4,563)
07/20/27	Federal Farm Credit Bank CUSIP #3133ELV92	10/25/23	Government Security	Aaa	0.77%	4.86%	500,000	(48,441)	451,559	457,260	5,701
08/01/27	Corona Norco Ca Unif Sch Dist CUSIP # 219764SB4	08/04/22	Municipal Security	AA-	2.30%	3.63%	250,000	(8,129)	241,871	237,490	(4,381)
08/01/27	Escondido CA Unif Sch Dist CUSIP # 2963871UV7	08/05/22	Municipal Security	AA2	1.13%	3.53%	100,000	(5,867)	94,133	91,950	(2,183)
08/01/27	Martinez CA Uni Sch Dist CUSIP # 573428MN6	08/04/22	Municipal Security	AA	1.26%	3.43%	250,000	(13,269)	236,731	230,660	(6,071)
08/01/27	San Marcos CA Uni Sch Dist CUSIP # 798755GC2	08/05/22	Municipal Security	AA	2.31%	3.68%	185,000	(6,172)	178,828	175,380	(3,448)

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08/01/27	Southwestern Comm College CUSIP # 845389LS2	08/04/22	Municipal Security	AA-	1.53%	3.53%	\$ 155,000	\$ (7,569)	\$ 147,431	\$ 144,197	\$ (3,234)
08/26/27	Federal Agriculture Mtge Corp CUSIP #31422XF23	09/02/22	Government Security	n/a	3.20%	3.49%	500,000	(3,623)	496,377	486,400	(9,977)
09/15/27	Luminate Bank Minnetonka, MN	09/15/22	Certificate of Deposit	n/a	3.40%	3.40%	245,000	n/a	245,000	241,185	(3,815)
09/15/27	Ponce de Leon Fed Bank Bronx, NY	09/15/22	Certificate of Deposit	n/a	3.50%	3.50%	245,000	n/a	245,000	241,813	(3,187)
09/15/27	University of Pittsburgh CUSIP # 798755GC2	09/15/22	Municipal Security	AA+	3.18%	3.81%	500,000	(8,016)	491,984	483,545	(8,439)
10/08/27	Federal National Mortgage Assn CUSIP #3135G05Y5	10/12/22	Government Security	Aaa	0.75%	4.12%	1,000,000	(87,367)	912,633	907,550	(5,083)
10/31/27	US Treasury Notes CUSIP # 91282CAU5	11/09/22	Government Security	Aaa	0.50%	4.31%	600,000	(60,382)	539,618	540,066	448
11/15/27	Tulare CA Sewer Rev CUSIP #899124MH1	04/12/23	Municipal Security	AA	1.93%	4.47%	325,000	(22,028)	302,972	302,325	(647)
11/15/27	US Treasury Notes CUSIP # 9128283F5	12/07/22	Government Security	Aaa	2.25%	3.79%	500,000	(20,723)	479,277	472,735	(6,542)
12/01/27	Federal Agricultural Mtge Corp CUSIP #31422XR95	10/20/23	Government Security	n/a	4.03%	5.04%	500,000	(13,502)	486,498	495,705	9,207
12/15/27	Forbright Bank Potomac, MD	12/15/22	Certificate of Deposit	n/a	4.00%	4.00%	245,000	n/a	245,000	244,968	(32)
12/16/27	Community West Bank NA Goleta, CA	12/16/22	Certificate of Deposit	n/a	4.00%	4.00%	245,000	n/a	245,000	244,968	(32)
01/12/28	Inter-American Dev Bank CUSIP # 4581X0EH7	01/19/23	Supranational Security	Aaa	4.00%	3.70%	1,000,000	8,594	1,008,594	988,910	(19,684)
02/10/28	First National Bk of Michigan Kalamazoo, MI	02/10/23	Certificate of Deposit	n/a	3.70%	3.70%	249,000	n/a	249,000	246,791	(2,209)
02/15/28	Belmont Bank & Trust Chicago, IL	02/15/23	Certificate of Deposit	n/a	3.75%	3.75%	249,000	n/a	249,000	247,147	(1,853)
02/15/28	US Treasury Notes CUSIP # 9128283W8	02/01/23	Government Security	Aaa	2.75%	3.64%	500,000	(13,065)	486,935	477,425	(9,510)
02/17/28	Vision Bank St. Louis, MN	02/17/23	Certificate of Deposit	n/a	3.75%	3.75%	249,000	n/a	249,000	247,145	(1,855)
03/10/28	Federal Home Loan Bank CUSIP # 3130ATS57	03/15/23	Government Security	Aaa	4.50%	3.90%	600,000	10,746	610,746	602,274	(8,472)

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03/17/28	Affinity Bank Covington, GA	03/17/23	Certificate of Deposit	n/a	4.90%	4.90%	\$ 245,000	n/a	\$ 245,000	\$ 251,605	\$ 6,605
03/20/28	Bank Five Nine Oconomowoc, WI	03/20/23	Certificate of Deposit	n/a	4.65%	4.65%	245,000	n/a	245,000	249,775	4,775
04/01/28	California State Bonds-GO CUSIP #13063DGC6	04/12/23	Municipal Security	AA	3.50%	3.98%	525,000	(7,553)	517,447	509,570	(7,877)
04/01/28	California State Bonds-Taxable CUSIP #13063DGC6	04/12/23	Municipal Security	AA	3.50%	3.98%	150,000	(2,158)	147,842	145,592	(2,250)
04/06/28	Morgan Stanley Bank Salt Lake City, UT	09/28/23	Certificate of Deposit	n/a	4.65%	4.69%	244,000	(283)	243,717	248,736	5,019
05/12/28	Central Bank Little Rock, AR	05/12/23	Certificate of Deposit	n/a	3.85%	3.85%	249,000	n/a	249,000	248,973	(27)
05/16/28	CIBC Bank Chicago, IL	05/16/23	Certificate of Deposit	n/a	4.35%	4.35%	244,000	n/a	244,000	246,635	2,635
05/16/28	Univest Bank & Trust Souderton, PA	05/16/23	Certificate of Deposit	n/a	4.40%	4.40%	249,000	n/a	249,000	252,113	3,113
05/30/28	Idaho First Bank McCall, ID	05/30/23	Certificate of Deposit	n/a	4.20%	4.20%	245,000	n/a	245,000	253,379	8,379
05/31/28	Customers Bank Phoenixville, PA	05/31/23	Certificate of Deposit	n/a	4.45%	4.45%	244,000	n/a	244,000	252,172	8,172
06/09/28	Federal Home Loan Bank CUSIP #3130AEB25	06/20/23	Government Security	AA+	3.25%	4.03%	170,000	(4,202)	165,798	163,664	(2,134)
06/30/28	Federal Home Loan Bank CUSIP #3130AWN63	08/03/23	Government Security	Aaa	4.00%	4.33%	500,000	(5,284)	494,716	496,225	1,509
07/06/28	HSBC Bank USA McLean, VA	07/18/23	Certificate of Deposit	n/a	3.30%	4.57%	249,000	(10,286)	238,714	242,735	4,021
07/26/28	Park State Bank Duluth, MN	07/26/23	Certificate of Deposit	n/a	4.45%	4.45%	249,000	n/a	249,000	252,693	3,693
07/31/28	Medallion Bank Salt Lake City, UT	07/31/23	Certificate of Deposit	n/a	4.40%	4.40%	249,000	n/a	249,000	252,319	3,319
08/01/28	New York City Transitional Fin Auth CUSIP #64971XBN7	08/16/23	Municipal Security	Aa1	4.90%	4.90%	850,000	(48,449)	801,551	808,189	6,638
08/17/28	United Fidelity Bank FBS Evansville, IN	09/13/23	Certificate of Deposit	n/a	4.50%	4.50%	249,000	n/a	249,000	253,168	4,168
09/05/28	Discover Bank Greenwood, DE	09/07/23	Certificate of Deposit	n/a	4.55%	4.55%	244,000	n/a	244,000	248,609	4,609

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Investment Report
December 31, 2024

<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
09/13/28	Optum Bank Inc Draper, UT	09/13/23	Certificate of Deposit	n/a	4.55%	4.55%	\$ 244,000	n/a	\$ 244,000	\$ 248,529	\$ 4,529
09/21/28	Merrick Bank South Jordan, UT	09/21/23	Certificate of Deposit	n/a	4.50%	4.50%	249,000	n/a	249,000	253,270	4,270
09/27/28	Legacy Bank & Trust Mountain Grove, MO	09/27/23	Certificate of Deposit	n/a	4.50%	4.50%	249,000	n/a	249,000	253,288	4,288
09/29/28	Star Bank Maple Lake, MN	09/29/23	Certificate of Deposit	n/a	4.65%	4.65%	244,000	n/a	244,000	249,419	5,419
10/17/28	Southern First Bank Greenville, SC	10/26/23	Certificate of Deposit	n/a	4.85%	4.85%	244,000	n/a	244,000	251,849	7,849
10/23/28	Federal Home Loan Bank CUSIP #3130AXLQ9	10/25/23	Government Security	Aaa	5.03%	4.89%	500,000	2,389	502,389	509,040	6,651
10/27/28	Iowa State Bank Clarksville, IA	10/27/23	Certificate of Deposit	n/a	4.70%	4.70%	249,000	n/a	249,000	255,140	6,140
11/14/28	Wells Fargo Bank Sioux Falls, SD	11/14/23	Certificate of Deposit	n/a	5.05%	5.05%	248,000	n/a	248,000	257,293	9,293
11/16/28	Federal Home Loan Bank CUSIP #3130AFFX0	12/12/23	Government Security	Aaa	3.25%	4.29%	500,000	(18,339)	481,661	482,450	789
12/01/28	Sulphur Springs CA Uni Sch District CUSIP #865485EL6	12/07/23	Municipal Security	A2	1.97%	4.58%	110,000	(10,152)	99,848	98,909	(939)
12/04/28	Federal Agricultural Mtge Corp CUSIP #31424WCR1	12/12/23	Government Security	n/a	4.38%	4.33%	750,000	1,177	751,177	749,175	(2,002)
12/04/28	Federal Farm Credit Bank CUSIP #3133EHZ48	05/08/24	Government Security	Aaa	2.77%	4.49%	194,000	(11,919)	182,081	181,945	(136)
01/18/29	Federal Farm Credit Bank CUSIP #3133EPW84	01/19/24	Government Security	AA+	3.88%	4.04%	750,000	(4,493)	745,507	735,172	(10,335)
01/26/29	Old Dominion National Bank North Garden, VA	01/26/24	Certificate of Deposit	n/a	3.85%	3.85%	249,000	n/a	249,000	247,571	(1,429)
01/26/29	Parkside Financial Bank Clayton, MO	01/26/24	Certificate of Deposit	n/a	3.85%	3.85%	249,000	n/a	249,000	247,571	(1,429)
02/13/29	Federal Farm Credit Bank CUSIP #3133EP3B9	02/14/24	Government Security	AA+	4.13%	4.28%	1,250,000	(6,994)	1,243,006	1,236,038	(6,968)
03/09/29	Federal Home Loan Bank CUSIP #3130AVBD3	04/10/24	Government Security	AA+	4.50%	4.47%	1,000,000	1,004	1,001,004	1,002,240	1,236
04/10/29	Federal Farm Credit Bank CUSIP #3133ERAK7	04/17/24	Government Security	AA+	4.38%	4.71%	1,000,000	(12,703)	987,297	999,180	11,883

City of Atascadero
Investment Report
December 31, 2024

<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
05/01/29	Pasadena CA Ref Taxable CUSIP #70227RBQ2	05/03/24	Municipal Security	Aaa	2.30%	4.95%	\$ 330,000	\$ (33,803)	\$ 296,197	\$ 298,973	\$ 2,776
05/15/29	Federal National Mortgage Assn CUSIP #31359MEU3	05/16/24	Government Security	AA+	6.25%	4.36%	750,000	55,875	805,875	805,380	(495)
06/08/29	Federal Home Loan Bank CUSIP #3130B1BC0	06/11/24	Government Security	Aaa	4.63%	4.49%	1,000,000	5,237	1,005,237	1,009,020	3,783
06/12/29	Morgan Stanley Private Bank National Association	06/12/24	Certificate of Deposit	n/a	4.70%	4.70%	244,000	n/a	244,000	250,833	6,833
07/05/29	Federal Farm Credit Bank CUSIP #3133ERKJ9	07/11/24	Government Security	Aaa	4.38%	4.18%	1,000,000	7,894	1,007,894	998,000	(9,894)
07/17/29	BNY Mellon National Association	07/17/24	Certificate of Deposit	n/a	4.15%	4.15%	244,000	n/a	244,000	245,391	1,391
08/01/29	Federal Farm Credit Bank CUSIP #3133ERN1	08/14/24	Government Security	Aaa	4.13%	3.66%	1,000,000	19,626	1,019,626	988,200	(31,426)
08/21/29	The Citizens Bank Batesville, AR	08/21/24	Certificate of Deposit	n/a	4.60%	4.60%	249,000	n/a	249,000	249,142	142
09/01/29	California State CUSIP #13063EBPO	09/18/24	Municipal Security	Aa2	5.13%	3.59%	500,000	32,766	532,766	511,880	(20,886)
Total Funds Managed by the City							<u>66,190,694</u>	<u>(500,544)</u>	<u>65,690,150</u>	<u>65,096,668</u>	<u>(593,482)</u>
Funds Managed by Fiscal Agent											
n/a	BNY Western Trust - 2024 Bonds Hamilton Treas. Money	n/a	Treasury Fund	Aaa	n/a	2.80%	23,482	n/a	23,482	23,482	-
Total Funds Managed by Fiscal Agent							<u>23,482</u>	<u>-</u>	<u>23,482</u>	<u>23,482</u>	<u>-</u>
							<u>\$ 66,214,176</u>	<u>\$ (500,544)</u>	<u>\$ 65,713,632</u>	<u>\$ 65,120,150</u>	<u>\$ (593,482)</u>

Average Maturity of Total Portfolio 785 Days

Weighted Average Yield of Total Portfolio 3.52%

Certification:

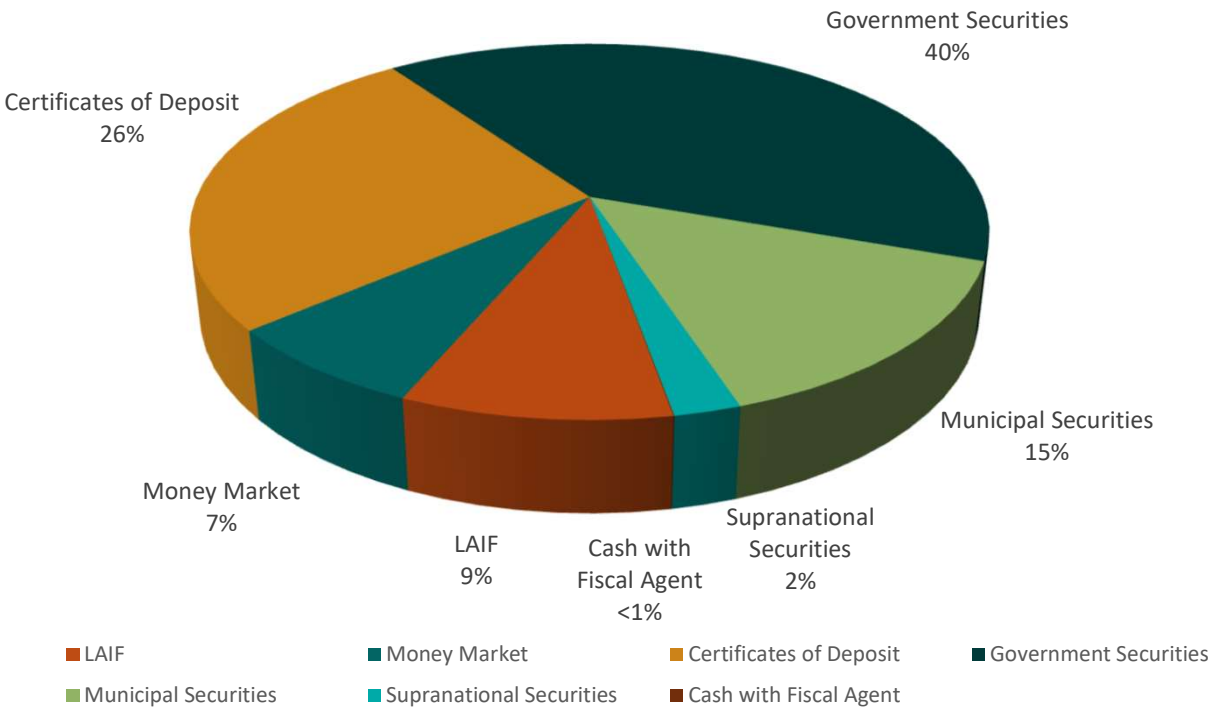
It has been verified that this investment portfolio is in conformity with the City of Atascadero's investment policy, which was approved by the City Council on October 22, 2024.

The City Treasurer certifies that there is sufficient liquidity to meet the City of Atascadero's estimated future expenditures for a period of six months.

Verified by: Cynthia Chavez
Cynthia Chavez - Deputy Director of Administrative Services

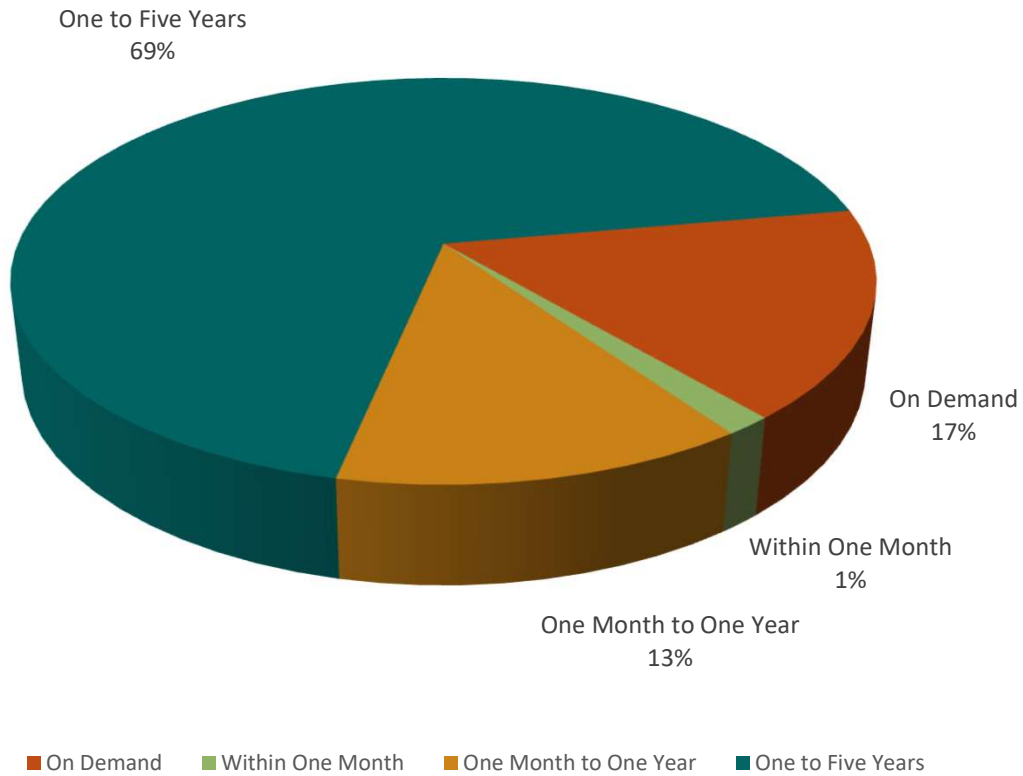
Approved by: Jeri Rangel
Jeri Rangel - City Treasurer

City of Atascadero Investments by Type December 2024



Investment	December 2024
LAIF	\$ 6,067,088
Money Market	4,804,606
Certificates of Deposit	17,357,917
Government Securities	26,430,734
Municipal Securities	9,521,219
Supranational Securities	1,508,586
Cash with Fiscal Agent	23,482
	\$ 65,713,632

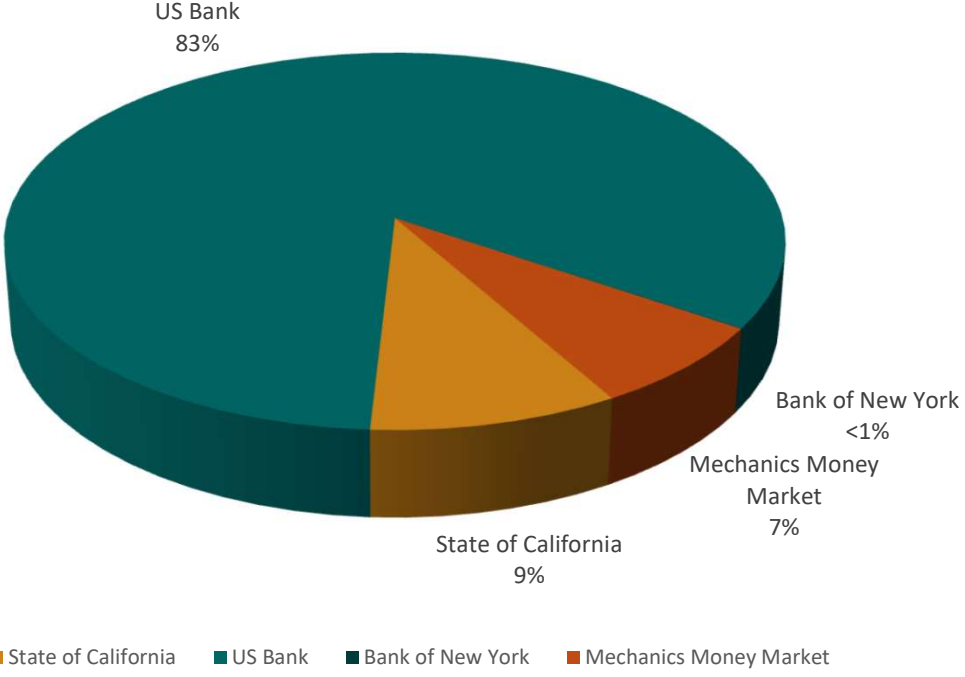
City of Atascadero Investments by Maturity * December 2024



<u>Investment</u>	<u>December 2024</u>
On Demand	\$ 10,871,694
Within One Month	989,992
One Month to One Year	8,563,728
One to Five Years	45,264,736
	\$ 65,690,150

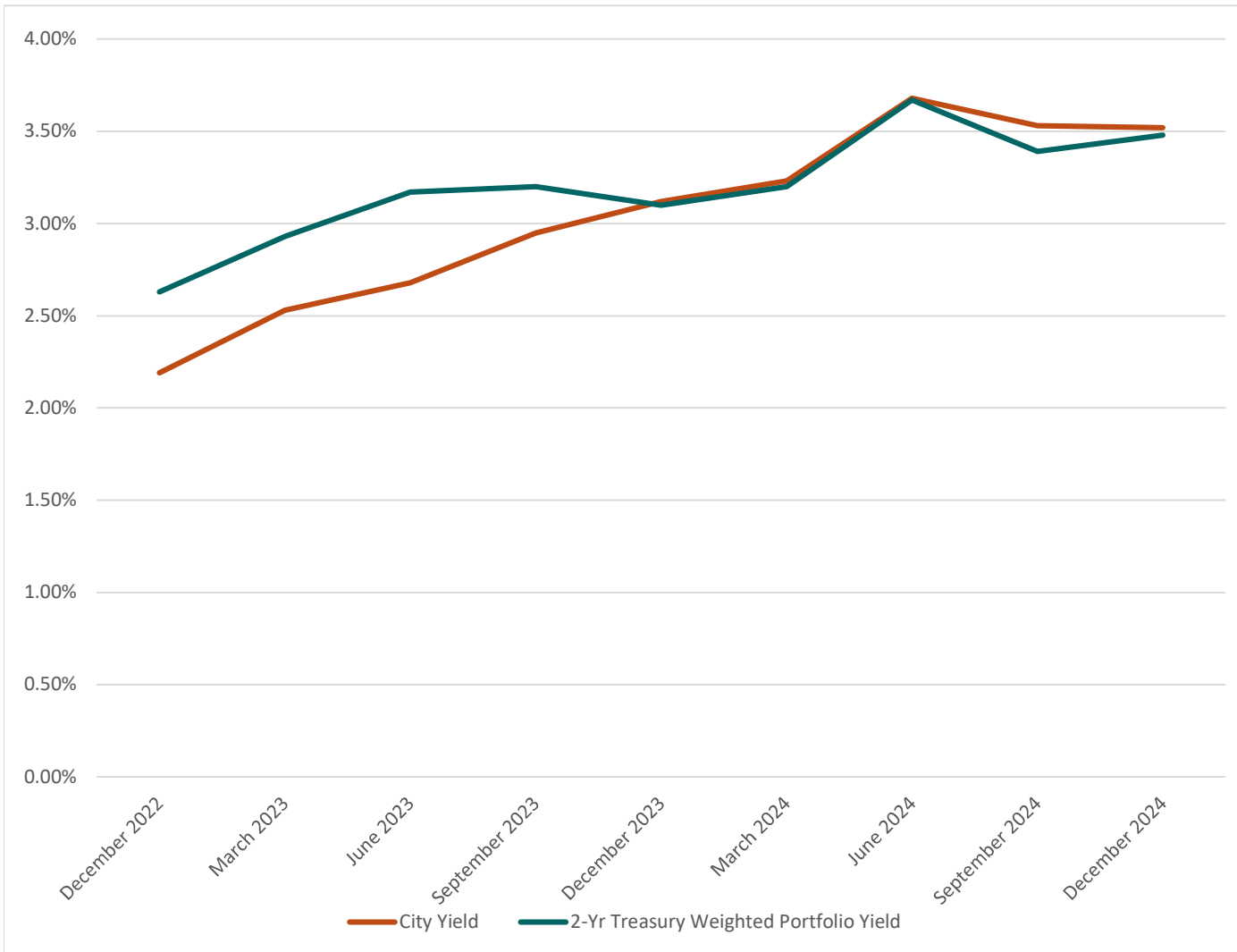
* Cash with fiscal agent is not included in the totals for this graph because the amounts are restricted based on bond covenants, and therefore, the City doesn't retain the option to liquefy these funds at will.

City of Atascadero Investments by Custodial Agent December 2024



<u>Custodial Agent</u>	<u>December 2024</u>
State of California	\$ 6,067,088
US Bank	54,818,456
Bank of New York	23,482
Mechanics Money Market	4,804,606
	<u>\$ 65,713,632</u>

City of Atascadero
Investment Yield vs. 2-Year Treasury Yield
 For the Quarter Ended December 31, 2024



	<u>City Yield</u>	<u>2-Yr Treasury Weighted Portfolio Yield</u>
December 2022	2.19%	2.63%
March 2023	2.53%	2.93%
June 2023	2.68%	3.17%
September 2023	2.95%	3.20%
December 2023	3.12%	3.10%
March 2024	3.23%	3.20%
June 2024	3.68%	3.67%
September 2024	3.53%	3.39%
December 2024	3.52%	3.48%



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item A4

Department: Public Works
Date: 02/25/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER

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

PREPARED BY: RYAN BETZ, PUBLIC WORKS ANALYST

SUBJECT: First Amendment to Solid Waste Collection Franchise Agreement

RECOMMENDATION:

Council approve Draft Resolution authorizing an Amendment to the Solid Waste Collection Franchise Agreement with USA Waste of California, Inc. (dba Atascadero Waste Alternatives) and authorizing the City Manager to execute the Amendment.

DISCUSSION:

Background:

Solid waste, recycling, and organic waste collection within the City of Atascadero is provided by Atascadero Waste Alternatives (AWA) through a solid waste franchise agreement. The agreement was approved by the City Council on August 8, 2023. Section 5.8 of the agreement requires that AWA hold two Clean-Up Week Events for seven consecutive days (Saturday to Saturday) in April and October of each year. In connection with the April clean-up event, AWA is required to provide a Shredding Event (document shredding services) at an approved disposal facility (Chicago Grade Landfill). To monitor and track the progress of these two events, the agreement specifies that each residential customer will be provided one clean-up voucher per event. Vouchers allow each customer the ability to bring up to two cubic yards of solid waste using their personal vehicle, at no cost, to Chicago Grade Landfill. To request a voucher, customers must visit the AWA's local office and then transport their items to Chicago Grade Landfill. Due to popularity of these events, the demand and wait time for the voucher has steadily increased, resulting in longer than expected wait times for customers to receive their vouchers.

City staff and AWA representatives meet periodically to discuss collection services, new state regulations impacting residential and commercial accounts, and opportunities to reduce rates for Atascadero customers. Part of those discussions include reviewing the clean-up and shredding event operations, including the voucher system, and efforts to simplify the residential customer experience. With AWA's recent acquisition of Mid State Solid Waste and their transfer station located in Templeton, there is an opportunity to improve the residential customer experience, reduce the overall cost and potentially reduce future annual rate increases. The disposal rates, including additional fees for appliances, scrap metal, mattresses, inc., are lower at the transfer station than compared to the rates at Chicago Grade Landfill. By replacing the voucher system

with a more direct one in which the customer transports their material directly to the transfer station in Templeton, customers can avoid the hassle of making two trips and potentially reduce future rate increases. This may also encourage additional residential customers to participate in the clean-up events, which will help reduce instances of illegal dumping of bulky items on public property and within the public right-of-way.

Another recent discussion with AWA representatives occurred after one of their periodic route reviews. During the route review, it was discovered on some commercial accounts that the driver was having to exit the truck, move the dumpster out of its enclosure, service the unit, and then move the dumpster back into the enclosure. The service, called a 'Roll Out/Pull Out Fee', is considered an additional service (\$33.91/month per dumpster) and is listed under the Additional Services section within the Franchise Agreement. The additional service was part of the City's previous franchise agreement with AWA and is common in other franchise agreements within the county. Because this is an additional service offered to commercial accounts, it is not required, and the commercial customer may make alternate arrangements to have the dumpster(s) rolled out on their scheduled date of service. AWA representatives have notified the affected commercial accounts through both telephone calls and direct mail that this additional service fee will be added to accounts beginning March 1. Both communications included language encouraging commercial accounts to schedule an onsite meeting with AWA representatives to discuss service options and potential solutions prior to March 1. Several commercial accounts have already made alternative arrangements and will not be billed the additional service fee. Other commercial customers have met with AWA representatives to discuss options, and those efforts will continue as AWA is contacted by commercial customers. Commercial customers who are impacted by this additional service fee or have questions/concerns, should contact AWA at their earliest convenience at (805) 466-3636.

Proposed Amendment

Staff recommends replacing the language requiring the clean-up and shredding events to be held at the approved disposal facility (Chicago Grade Landfill) with a location to be agreed upon by the City and AWA. For the clean-up event location, the City and AWA agree that utilizing the transfer station in Templeton has both customer experience and potential cost saving benefits. For the shredding event location, the City and AWA agree the event should be within city limits at a location with adequate space and parking. AWA is exploring location options and will work directly with the staff on an agreed upon location. Once the location has been agreed upon, AWA will send a notice to residential customers.

The City and AWA (Contractor) propose the following revisions to the language within Section 5.8. Clean-Up Events with the following:

5.8 Clean-Up Events

A. Clean-Up Weeks. Each year throughout the Term of this Agreement, Contractor shall hold two "Clean-Up Weeks," held for seven (7) consecutive days from Saturday to Saturday

in April and October of each year, or such other time as Contractor may reasonably determine. Contractor ~~shall, upon request, provide each Residential Customer with one (1) clean-up voucher. To request a voucher and participate in the Clean-Up Week, the Residential Customer will contact Contractor's local office and pick up the voucher at the local office.~~ These vouchers will allow each Customer the ability to bring up to two (2) cubic yards of Solid Waste using their personal vehicle ~~per voucher~~ at no cost to the ~~Approved Disposal Facility~~ location mutually agreed upon by the City and Contractor during the applicable Clean-Up Week. ~~The voucher must be presented upon entrance into the facility.~~ Customers shall provide proof of residency and any other documents, information, or identification reasonably requested by Contractor.

B. Shredding Event. Once per calendar year in connection with the April Clean-Up Week, Contractor shall provide document shredding services to Residential Customers at ~~the Approved Disposal Facility~~ a location mutually agreed upon by City and Contractor. Customers shall provide proof of residency and any other documents, information, or identification reasonably requested by Contractor.

The proposed amendment provides the City additional flexibility to improve residential customer experience and participation, while continuing opportunities to potentially limit future rate increases.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Council may reject staff recommendations and not amend the proposed language regarding clean-up and shredding events within the franchise agreement.

Staff does not recommend this alternative because of the potential to improve the customer service experience and limit future rate increases.


FISCAL IMPACT:

There is no direct fiscal impact to the City regarding this amendment.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

Draft Resolution approving First Amendment to Solid Waste Collection Franchise Agreement

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, APPROVING AN AMENDMENT TO THE SOLID WASTE COLLECTION FRANCHISE AGREEMENT WITH USA WASTE OF CALIFORNIA, INC. (dba ATASCADERO WASTE ALTERNATIVES) AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT

WHEREAS, the City and Atascadero Waste Alternatives (“Contractor”) are parties to that certain Solid Waste Collection Franchise Agreement No. 2023-025 (the “Existing Agreement”) dated August 8, 2023, which was approved by Resolution No. 2023-066; and

WHEREAS, the City and Contractor are parties to that certain Solid Waste Collection Franchise Agreement No. 2023-025 (the “Existing Agreement”) dated August 8, 2023, which was approved by Resolution No. 2023-066; and

WHEREAS, the City and Contractor continually review and discuss opportunities to improve solid waste, recycle and organic collection services, compliance with state regulations, education and outreach and Contractor required services outlined in the agreement; and

WHEREAS, Contractor has identified opportunities to streamline clean-up events with the intent to improve the residential customer experience while potentially limiting future cost increases to collection services; and

WHEREAS, Contractor has requested an amendment to the existing franchise agreement to replace the language within Section 5.8 Clean-Up Events, A. Clean-Up Weeks regarding the clean-up voucher process and disposal location for residential customers and Section 5.8 Clean-Up Events, B. Shredding Event regarding the disposal location.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Atascadero takes the following actions:

SECTION 1. The City Council hereby approves the Amendment to the Existing Agreement between the City of Atascadero and USA Waste of California, Inc. to replace Section 5.8 of the Agreement.

SECTION 2. The City Manager is hereby authorized to execute the Amendment to the Agreement on behalf of the City attached hereto and incorporated herein as Exhibit A.

PASSED AND ADOPTED at a regular meeting of the City Council held on the 25th day of February, 2025.

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

AYES:

NOES:

ABSENT:
ADOPTED:

CITY OF ATASCADERO

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

**FIRST AMENDMENT TO
SOLID WASTE COLLECTION FRANCHISE AGREEMENT**

This First Amendment to Solid Waste Collection Franchise Agreement (hereinafter “First Amendment”) is effective as of the 1st day of March, 2025, by and between the City of Atascadero, a political subdivision of the State of California (“City”) and USA Waste of California, Inc., d/b/a Atascadero Waste Alternatives, a Delaware corporation (“Contractor”).

NOW, THEREFORE, for and in consideration of the mutual promises herein contained, the adequacy of which is hereby acknowledged, it is hereby agreed by and between the City and Contractor as follows:

1. The first paragraph of Section 5.8 is deleted in its entirety and replaced with the following:

“A. Clean-Up Weeks. Each year throughout the Term of this Agreement, Contractor shall hold two "Clean-Up Weeks," held for seven (7) consecutive days from Saturday to Saturday in April and October of each year, or such other time as Contractor may reasonably determine. Contractor will allow each Customer the ability to bring up to two (2) cubic yards of Solid Waste using their personal vehicle, at no cost, to the location mutually agreed upon by the City and Contractor during the applicable Clean-Up Week. Customers shall provide proof of residency and any other documents, information, or identification reasonably requested by Contractor.

B. Shredding Event. Once per calendar year in connection with the April Clean-Up Week, Contractor shall provide document shredding services to Residential Customers at a location mutually agreed upon by City and Contractor. Customers shall provide proof of residency and any other documents, information, or identification reasonably requested by Contractor.”

2. Except as provided in this First Amendment, the terms and conditions of the Existing Agreement remain in full force and effect.

IN WITNESS WHEREOF, City and Contractor have executed as of the day and year first above written.

CITY OF ATASCADERO

USA WASTE OF CALIFORNIA, INC.

James R. Lewis
City Manager

Mike Hammer, President
Southern California Area

ATTEST

Lara K. Christensen
City Clerk

APPROVED AS TO FORM

David Fleishman
City Attorney



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item B1

Department: Community Services & Promotions
Date: 2/25/25
Placement: Public Hearing

TO: JAMES R. LEWIS, CITY MANAGER
FROM: TERRIE BANISH, DIRECTOR COMMUNITY SERVICES & PROMOTIONS
PREPARED BY: TERRIE BANISH, DIRECTOR COMMUNITY SERVICES & PROMOTIONS

SUBJECT: Atascadero Tourism Business Improvement District (ATBID) Change to Ordinance for Lodging Owner Nomination Process and Composition of the Board

RECOMMENDATIONS:

Council introduce for first reading, by title only, Draft Ordinance amending Atascadero Municipal Code Section 3-16.07, changing the lodging business owner nomination process for Board Members and composition of the Board for the Atascadero Tourism Business Improvement District (ATBID).

REPORT IN BRIEF:

A draft Ordinance for the Lodging Business Owner Nomination Process and Composition of the Board was heard at the City Council meeting on February 11th.

At that meeting, Council continued the Public Hearing to February 25th, giving direction to staff to modify the ordinance to reflect that the lodging business owners be entitled to vote only for the Board member within the category they represent. Following is a summary of the revisions:

The ATBID Advisory Board will be comprised of five members with four (4) members representing lodging owners in a commercial zone with twenty-five (25) rooms or more and one (1) member representing Vacation Rental/ Bed & Breakfast/Short Term Rental properties that are not considered hotels under the City's zoning code.

Lodging owners who represent a Vacation Rental/ Bed & Breakfast/ Short Term Rental will be able to vote for the one (1) board member term that is up for renewal representing that category. The same will apply to those Lodging owners who are in a commercial zone with twenty-five (25) rooms or more. They will be able to vote for the four (4) board member terms when those positions are up for renewal. The voting procedures for selecting the candidates to be recommended to Council will be left to the Board to establish.

DISCUSSION

The City Council appoints ATBID Advisory Board Members to serve at the pleasure of the Council. The Advisory Board is made up of lodging business owners or employees, or other representatives holding the written consent of a lodging business owner within the ATBID area. Lodging owners are assessed two and one-half percent (2.5%) of the rent charged by the business per occupied room or space per night for transient occupancies. Each year, the lodging owners are notified in February of the opportunity to vote on the current Board Member vacancy two-year terms expiring at the end of June and vote to propose replacements for these vacancies to serve on the Board beginning July 1. Most recently, the ATBID Board has reviewed the composition of the board and the voting process with recommended changes to reflect the weighted percentage paid into the ATBID assessment from lodging owners.

The Atascadero Tourism Business Improvement District (ATBID) Board has reviewed the way Lodging Owners are currently selected for recommendation to Council to serve on the Board, outlined in Ordinance 568, 3-16.07 (a) & (d). Under AMC 3-16.07, Council makes the appointments to the ATBID Advisory Board following a recommendation from the lodging business owners. The current voting mechanism for the ATBID lodging owners is a secret ballot vote; however, the language regarding who gets to vote is unclear. To clarify the voting process language and identify those lodging owners paying a higher percentage into the assessment to serve on the ATBID Board, staff has made additional changes to the ordinance presented at the February 11 meeting.

On February 11, the Council continued the public hearing to tonight's meeting. Following the public hearing, staff recommends that Council introduce the proposed Ordinance making changes to Section 3-16.07.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Council may direct staff to determine a different ATBID Board composition OR continue the annual lodging owner voting and ATBID Board composition as is without any recommended changes.

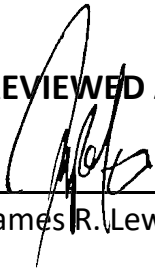
FISCAL IMPACT:

None.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Draft Ordinance
2. Ordinance 568

DRAFT ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, AMENDING SECTION 3-16.07 OF THE ATASCADERO MUNICIPAL CODE, ESTABLISHING THE MEMBERSHIP OF THE ADVISORY BOARD FOR THE ATASCADERO TOURISM BUSINESS IMPROVEMENT DISTRICT

WHEREAS, the City of Atascadero (“City”) has formed the Atascadero Tourism Business Improvement District (“ATBID”), pursuant to Section 36500 of the Streets & Highways Code of the State of California; and

WHEREAS, the members of the board of the ATBID are appointed by the City Council upon recommendation by the ATBID board pursuant to Section 3-16.07 of the Atascadero Municipal Code; and

WHEREAS, the advisory board has recommended a change in the composition of the advisory board to represent the different types of lodging businesses within the City.

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

SECTION 1. Findings. The Council hereby finds and declares the following:

A. The above recitals are true and correct and are incorporated herein by reference.

SECTION 2. Approval. The City Council of the City of Atascadero amends Section 3-16.07 of Atascadero Municipal Code to read as follows:

The City Council will appoint an Advisory Board for the ATBID under the following procedures:

(a) The ATBID Advisory Board will be comprised of five members, with four (4) members representing lodging businesses with twenty-five (25) rooms or more in a commercial zone and one (1) member representing vacation rental lodging businesses that are not hotels as that term is defined in Chapter 9 of this code.

(b) Membership on the ATBID Advisory Board is limited to lodging business owners or other representatives named in writing as an empowered designee by a lodging business owner within the ATBID area. To sponsor a member on the ATBID Advisory Board, each lodging business must have fully paid its ATBID assessment at the time of appointment, and remain fully paid during the term of that representative's membership on the Board.

(c) All Advisory Board members will serve staggered terms of two years, with three board members being appointed in one year, and two board members being appointed in the following year.

(d) The ATBID Advisory Board will be appointed at the discretion of the City Council, following a nomination process facilitated by the lodging businesses. Each February, the current Advisory Board will mail a letter to all lodging business owners in the ATBID announcing the ATBID Advisory Board seats that are scheduled to become vacant as of July 1st of that calendar year and requesting nominations for the Board from such lodging businesses. Board nominations must meet the qualifications to maintain the composition of the Board as set forth in subsection (a). The Board shall establish its own internal procedures to make nominations and vote for candidates to be recommended to the City Council, but only those lodging businesses with twenty-five (25) rooms or more in a commercial zone shall be eligible to vote for the four (4) Board members representing lodging businesses with twenty-five (25) rooms or more in a commercial zone, and only those vacation rental lodging businesses that are not hotels as that term is defined in Chapter 9 of this code shall be eligible to vote for the one (1) Board member representing vacation rental lodging businesses that are not hotels as that term is defined in Chapter 9 of this code.

(e) If the City Council rejects the recommendations of the ATBID Advisory Board, the City Council will request a new recommendation from the lodging businesses for consideration. The ATBID Advisory Board members serve at the pleasure of the City Council. The Council may, by majority vote, remove any Advisory Board member with or without cause.

(f) If the City Clerk does not receive sufficient nominations of potential Board members by April 30th of any applicable years, the open positions on the ATBID Advisory Board will be appointed by the process set forth for appointing boards and commissions in Title 2 Chapter 2.08 of this code.

SECTION 3. CEQA. Because of the facts set forth in Section 1, the proposed text amendment is exempt from further environmental review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA”) and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it can be seen with certainty that there is no possibility that the enactment of this Ordinance would have a significant effect on the environment (Pub. Resources Code § 21065; CEQA Guidelines §§ 15378(b)(5), 15061(b)(3).

SECTION 4. Interpretation. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council’s intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 5. Preservation. Repealing of any provision of the Atascadero Municipal Code or of any previous Code Sections, does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 6. Effect of Invalidation. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the Atascadero Municipal Code or other City Ordinance by this Ordinance will be rendered void and cause such previous Atascadero Municipal Code provision or other City Ordinance to remain in full force and effect for all purposes.

SECTION 7. Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 8. Notice. The City Clerk is directed to certify the passage and adoption of this Ordinance, cause it to be entered into the City of Atascadero’s book of original ordinances, make a note of the passage and adoption in the records of this meeting and within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 9. Effective Date. This Ordinance will take effect on the 30th day following its final passage and adoption.

INTRODUCED at a regular meeting of the City Council held on February 25, 2025, and **PASSED, APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on _____, 2025.

CITY OF ATASCADERO:

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

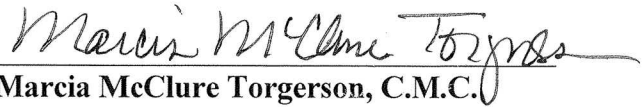
APPROVED AS TO FORM:

Dave Fleishman, City Attorney

CERTIFICATION

I, **Marcia McClure Torgerson, C.M.C.**, City Clerk of the City of Atascadero, hereby certify that the foregoing is a true and correct copy of Ordinance No. 568, adopted by the Atascadero City Council at a regular meeting thereof held on April 23, 2013, and that it has been duly published pursuant to State Law.

DATED:5-2-13


Marcia McClure Torgerson, C.M.C.
City Clerk
City of Atascadero, California

ORDINANCE NO. 568

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF ATASCADERO ADDING CHAPTER 16 TO TITLE 3
OF THE ATASCADERO MUNICIPAL CODE ESTABLISHING
THE ATASCADERO TOURISM BUSINESS IMPROVEMENT DISTRICT
(ATBID)**

WHEREAS, the City Council adopted Resolution No. 2013-004 declaring its intention to establish the Atascadero Tourism Business Improvement District (ATBID), and declaring its intention to levy an assessment on lodging businesses within such District, and fixing the time and place of a public hearing on the formation of the district on April 9th, 2013; and,

WHEREAS, a duly noticed public hearing on the formation of the Atascadero Tourism Business Improvement District or “ATBID” was held on April 9th, 2013, on or about 6:00 p.m. in the City Council Chambers of the City of Atascadero pursuant to the Parking and Business Improvement Area Law of 1989, California Streets and Highways Code section 36500 and following (“BID Law”); and,

WHEREAS, at the conclusion of the public hearing, the number of protests were counted and it was determined that there was no majority protest within the meaning of the BID Law; and,

WHEREAS, the public interest, convenience, and necessity require the establishment of the proposed ATBID; and,

WHEREAS, Lodging Businesses (as defined below) operating within the ATBID will benefit by the expenditure of funds raised by the assessments to be used for tourism promotions and marketing programs to promote the City as a tourism destination and to increase transient stays at lodging businesses; and,

WHEREAS, this ordinance is intended to provide a supplemental source of funding for the promotion of tourism in the District and it is not intended to replace the 1% of transient occupancy tax revenue currently used by the City of Atascadero for the promotion of tourism; and,

WHEREAS, this ordinance is not subject to the California Environmental Quality Act (“CEQA”) because it is not a “project” under CEQA since it only establishes a government funding mechanism and does not involve any commitment to any specific project which may result in a potentially significant impact on the environment. (Title 14 Cal. Code Regs. § 15378(b)(4).)

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

SECTION 1. Title 3 of the Atascadero Municipal Code is amended to add Chapter 16, as set forth below:

“CHAPTER 16 ATASCADERO TOURISM BUSINESS IMPROVEMENT DISTRICT”

3-16.01 Establishment of the ATBID. A business improvement area to be designated as the Atascadero Tourism Business Improvement District (“ATBID”) is hereby established pursuant to the Parking and Business Improvement Area Law of 1989 (California Streets and Highways Code section 36500 and following) (the “BID Law”).

3-16.02 Boundaries of the ATBID. The boundaries of the Atascadero Tourism Business Improvement District are the same boundaries as the corporate boundaries of the City.

3-16.03 Definitions. The following words and phrases used in this ordinance will have the meaning set forth in this section:

A. “Lodging Business” has the same meaning as “hotel” in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of this Code.

B. “Occupancy” has the same meaning as in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of this Code.

C. “Operator” has the same meaning as in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of this Code.

D. “Rent” has the same meaning as in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of this Code.

E. “Tax Administrator” means the City Finance Director.

F. “Transient” has the same meaning as in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of this Code.

G. “Transient Occupancy Tax” has the same meaning as in Section 3-3.02 of Chapter 3 (Transient Occupancy Tax) of this code.

3-16.04 Assessment.

- (a) Assessment. Each Lodging Business will collect and remit to the City an ATBID assessment equal to two percent (2%) of the rent charged by the Business per occupied room or space per night for transient occupancies.

- (b) New Lodging Business Subject to Assessment. Any new Lodging Business established within the boundaries of the ATBID subsequent to its formation will be required to collect and remit the applicable ATBID assessment.
- (c) Exemptions. No assessment will be imposed on a Lodging Business for any rent paid by a transient who is exempt by law from paying any transient occupancy taxes as provided in section 3-3.04 of this code.
- (d) Extended Stays. No assessment will be imposed on any Lodging Business for any rent paid by a person who is not deemed a “transient” (as defined in Section 3-3.02 of this code) when such person’s stay is longer than 30 consecutive calendar days.
- (e) Payment of Assessments. Each Lodging Business must remit the assessment at the time the Business pays its transient occupancy taxes to the City and must complete and provide such form detailing the applicable rent received and assessment as may be required by the City. The assessment will not be included in gross room rental revenue for the purpose of determining the amount of transient occupancy taxes due.
- (f) Payment Prerequisite to Business License and Penalties and Procedures for Unpaid Assessments.

1. No business license or tax certificate will be issued under Chapter 5 of this code unless the ATBID assessment payment is current.

2. Penalties and interest will be assessed upon any unpaid assessment in manner specified in Section 3-3.08 of this code until such time as the current assessment is paid in full; provided, however, that if there is concurrently a delinquency of the transient occupancy tax as well as the assessment, a single penalty of \$200 will be imposed under Section 3-3.08(a) in addition to the 10% penalty on the amount of the unpaid assessment.

- (g) City Administrative Fee. City will retain one percent (1%) of the collected assessments as and for its administrative fees and costs.

3-16.05 Use of Assessment Revenues. The services to be funded by the assessments against Lodging Businesses include tourism promotions and marketing programs to promote the City as a tourism destination and such other tourism related projects, programs, and activities that are directed at increasing transient stays at Lodging Businesses in the ATBID and for such other tourism, branding and marketing purposes as the City and the ATBID Advisory Board may determine.

3-16.06 Establishment of ATBID Fund. There is created a special fund designated as the “Atascadero Tourism Business Improvement District Fund” into which all revenues derived from the ATBID assessments under this ordinance will be placed. Such funds may only be used only for the purposes specified in this ordinance and the approved annual reports.

3-16.07 Advisory Board. The City Council will appoint an Advisory Board for the ATBID under the following procedures:

- (a) The ATBID Advisory Board will be comprised of five members.
- (b) Membership on the ATBID Advisory Board is limited to Lodging Business owners or employees or other representatives holding the written consent of the Lodging Business owner within the ATBID area. To sponsor a member on the ATBID Advisory Board, each Lodging Business must have fully paid its ATBID assessment at the time of appointment, and remain fully paid during the term of that representative's membership on the Board.
- (c) ATBID Advisory Board members will serve staggered terms with three members serving three-year terms and two members serving two-year terms.
- (d) The ATBID Advisory Board will be appointed by the City Council, following a nomination process facilitated by the Lodging Businesses. Each February, the then current Advisory Board will mail a letter to each Lodging Business in the ATBID announcing the ATBID Advisory Board seats that are scheduled to become vacant as of July 1 of that calendar year and requesting nominations for the Board from such Lodging Businesses.
- (e) The City Council will appoint the ATBID Advisory Board members who will serve at the pleasure of the City Council. The Council may, by majority vote, remove any Advisory Board member with or without cause.

3-16.08 Advisory Board Meetings. The Advisory Board will meet no less than quarterly.

3-16.09 Reports. The ATBID Advisory Board will prepare, or cause to be prepared, and file an annual report with the City regarding the activities and finances of the ATBID. The report must, among other things, itemize the following: (1) proposed activities, programs and projects for the fiscal year; (2) the approximate cost of such activities programs and projects for the fiscal year; (3) the amount of surplus or deficit revenues carried over from a previous fiscal year; and (4) contributions received other than assessments. The report must meet the requirements of California Streets and Highways Code section 36533. The City Council will review each report, and may approve the report as filed or modify any portion of the report and approve it as modified.

3-16.10 City Manager Authority. The City Manager may, by contract, authorize expenditures to be made in accordance with the annual ATBID program and budget as recommended by the Advisory Board and approved by the City Council.

3-16.11 Annual Resolution of Intent to Levy Assessment. After approving the annual report, the City will adopt an annual resolution of intention to levy the ATBID assessment for that fiscal year, and publish a notice of and hold a public hearing on the proposed annual assessment in accordance with the BID Law.”

SECTION 2. Effective Date of Initial Assessments. The assessments imposed by this ordinance for the first year of the ATBID will be due and payable beginning on June 1, 2013.

SECTION 3. Severability. If any action, section, clause, or phrase of this ordinance is, for any reason, held by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the remaining portions of this ordinance. The City Council of the City of Atascadero declares that it would have passed and does hereby pass this section and each sentence, section, clause, and phrase hereof, irrespective of the fact that any one or more sections, sentences, clauses, or phrases to be declared invalid or unconstitutional.

SECTION 4. Certification and Publication. The City Clerk is directed to certify the adoption of this ordinance and cause the same to be published in the manner required by law.

SECTION 5. A summary of this ordinance, approved by the City Attorney, together with the ayes and noes, shall be published twice; at least five days prior to its final passage in the Atascadero News, a newspaper published and circulated in the City of Atascadero, and; before the expiration of fifteen (15) days after its final passage in the Atascadero News, a newspaper published and circulated in the City of Atascadero. A copy of the full text of the ordinance shall be on file in the City Clerk's office on and after the date following introduction and passage and shall be available to any interested member of the public.

INTRODUCED at a regular meeting of the City Council held on April 9, 2013, and PASSED and ADOPTED by the City Council of the City of Atascadero, State of California, on April 23, 2013, by the following roll call vote:

AYES: Council Members Fonzi, Kelley and Moreno
NOES: None
ABSTAIN: Mayor Pro Tem Sturtevant and Mayor O'Malley
ABSENT: None

CITY OF ATASCADERO

By: Bob Kelley
Council Member Bob Kelley

ATTEST:

Marcia McClure Torgerson
Marcia McClure Torgerson, C.M.C., City Clerk

APPROVED AS TO FORM:

Brian A. Pierik
Brian A. Pierik, City Attorney



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item B2

Department: Public Works
Date: 02/25/25
Placement: Public Hearing

TO: JAMES R. LEWIS, CITY MANAGER
FROM: NICK DEBAR, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
PREPARED BY: RYAN BETZ, PUBLIC WORKS ANALYST

SUBJECT: 2025 Community Development Block Grant Funding Recommendations

RECOMMENDATION:

Council review and approve funding recommendations for the 2025 Community Development Block Grant (CDBG) program as shown below and authorize staff to adjust final award amounts proportionately upon receipt of the final funding amount.

CDBG CATEGORIES & APPLICATIONS - Est. Total \$146,534	AWARD AMOUNT
PUBLIC FACILITIES (PF) & HOUSING PROJECTS (HP) CATEGORY (65% Min.) - Est. \$95,248	
1. CITY OF ATASCADERO - <i>Viejo Camino Sidewalk and ADA Improvements</i>	\$ 95,248
Subtotal:	\$ 95,248
PUBLIC SERVICES CATEGORY (15% Max.) - Est. \$21,980	
1. CITY OF ATASCADERO - <i>Youth Activity Scholarships</i>	\$ 12,520
2. EL CAMINO HOMELESS ORGANIZATION (ECHO) - <i>Operation of Homeless Shelter</i>	\$ 9,460
3. 5 CITIES HOMELESS COALITION - <i>Subsistence Payments, Homeless Assistance, & Security Deposits</i>	\$ -
Subtotal:	\$ 21,980
ADMINISTRATION (20% Max.) - Est. \$29,306	
1. SLO COUNTY - <i>Program Administration (13%)</i>	\$ 19,049
2. CITY OF ATASCADERO - <i>Program Administration (7%)</i>	\$ 10,257
Subtotal:	\$ 29,306
Total:	\$ 146,534

Estimated Funds Available

DISCUSSION:

Background:

The 2025 CDBG award process began in the fall of 2024. Workshops were held throughout the County to solicit public comment on community needs. The County published a request for CDBG proposals, and the City received four applications. Total available funding for the 2025 cycle, based on previous levels, is anticipated to be approximately \$146,534. Final funding amounts are anticipated to be released by the Department of Housing and Community Development (HUD) in spring 2025.

A public hearing was held by the Council on November 12, 2024, to review applications and make draft recommendations for 2025 Cycle CDBG funding. The following table summarizes the CDBG categories and applications received, including the application amount and Council draft recommendations.

	APPLICATION AMOUNT	COUNCIL DRAFT REC.
CDBG CATEGORIES & APPLICATIONS - Est. Total \$146,534		
PUBLIC FACILITIES (PF) & HOUSING PROJECTS (HP) CATEGORY (65% Min.) - Est. \$95,248		
1. CITY OF ATASCADERO - <i>Viejo Camino Sidewalk and ADA Improvements</i>	\$ 100,000	\$ 95,248
Subtotal:	\$ 100,000	\$ 95,248
PUBLIC SERVICES CATEGORY (15% Max.) - Est. \$21,980		
1. CITY OF ATASCADERO - <i>Youth Activity Scholarships</i>	\$ 13,000	\$ 12,520
2. EL CAMINO HOMELESS ORGANIZATION (ECHO) - <i>Operation of Homeless Shelter</i>	\$ 10,990	\$ 9,460
3. 5 CITIES HOMELESS COALITION - <i>Subsistence Payments, Homeless Assistance, & Security Deposits</i>	\$ 3,600	\$ -
Subtotal:	\$ 27,590	\$ 21,980
ADMINISTRATION (20% Max.) - Est. \$29,306		
1. SLO COUNTY - <i>Program Administration (13%)</i>	\$ 19,049	\$ 19,049
2. CITY OF ATASCADERO - <i>Program Administration (7%)</i>	\$ 10,257	\$ 10,257
Subtotal:	\$ 29,306	\$ 29,306
Total:	\$ 156,896	\$ 146,534

Below is a summary of the applications received.

City of Atascadero – Viejo Camino Sidewalk and Accessibility Improvements

The City of Atascadero submitted a CDBG application for the Viejo Camino Sidewalk Accessibility Project. This project proposes to construct approximately 450 linear feet of new ADA compliant sidewalk, and curb ramps at two locations on Viejo Camino between El Camino Real and Halcon Road. The sidewalk infill will also provide connection to a regional bus stop which will provide a new bench and shelter for riders. In addition, an enhanced crosswalk (marked crosswalk with push-activated flashing signs and streetlights) is being proposed across Viejo Camino at Bocina Lane (Bordeaux House entrance). This crosswalk will be located mid-block and will provide a direct connection between the RTA transit stops that is frequently used by nearby residents, whereby preventing crossings at the El Camino Real intersection – which cannot meet ADA requirements due to slope issues.

RTA has provided a letter of support for this project. This project warrants improvements to increase accessibility for the traveling public due to its dilapidated and non-compliant condition. The infrastructure improvements providing wheelchair ramps and ADA compliant sidewalks will aid those with mobility impairments.

Council has previously awarded a total of \$160,125 in prior CDBG funding cycles (\$68,683 in 2021 and \$91,442 in 2024) toward this project; which has an estimated cost of \$250,000 to \$300,000. The estimated cost has increased due to rising construction costs plus the addition of the enhanced crosswalk to the project improvements. Staff believes the additional 2025 CDBG funds, coupled with available reallocations from the Santa Rosa Road Sidewalk CDBG project, will bring the project close to fully funded.

City of Atascadero – Youth Activity Scholarship Fund

The City administers the Youth Activity Scholarship Fund to allow the children of very low and low-income families to participate in recreational and social activities, to keep children active and engaged. Because this program is limited to very low and low-income families, the benefit criteria will be met. These funds are fully used every year.

El Camino Homeless Organization (ECHO) Navigation Centers – Operation of Homeless Shelter and Meals

ECHO operates Navigation Centers with overnight shelters in Atascadero and Paso Robles. This program provides funding for operational costs at both Navigation Centers, including utilities, food for meal programs, shelter supplies, insurance, and maintenance, as well as for staff positions. The project also supports all or a portion of the following staff salaries at the two sites: four case managers, two overnight shelter coordinators, a volunteer coordinator, a shelter manager, a client services manager, and a daytime program manager.

ECHO's Atascadero Navigation Center has a 60-bed shelter serving all county residents and providing care for medically fragile clients. Through a partnership with People's Self-Help Housing and Housing Authority SLO, ECHO added 50 beds in 2020 by purchasing a Motel 6 property in Paso Robles with a state Project Homekey grant. At the Navigation Centers, shelter clients and the unsheltered access case management, employment and benefits resources, and housing resources. ECHO helps clients to connect with agencies providing health and mental health services, recovery programs, educational assistance, and other services that will help clients reach their goals of stable housing and physical and mental well-being. The public shower program provides access to showers and donated clothing five times weekly for those not staying in a shelter.

5 Cities Homeless Coalition (5CHC) – Homeless Services: Shelter, Outreach & Homeless Prevention

Rapid re-housing involves case management targeted at identifying displaced clients' most essential needs and connecting them to community resources. Homeless Prevention Services are provided to those at immediate risk of homelessness based on need and qualification. Clients receive targeted case management services per their individual circumstance, in addition to direct financial assistance to enable them to remain in their housing, or deposit assistance needed to re-house them to prevent homelessness. The goal is to assist participants to secure long-term stable housing that they can afford to retain. By connecting people with a home, they are in a better position to address other challenges that may have led to their homelessness, such as obtaining employment or addressing substance abuse issues.

There is a minimum award threshold of \$8,000 per project, which requires the cumulative sum of all application awards for any individual project must be \$8,000 or greater. For instance, if the City awards less than \$8,000 to any project application, the remaining balance will need to be programmed to the project by the County or other cities for the project to be viable for funding. Once Council has approved the funding recommendations for the 2025 CDBG program, they will be forwarded to the County for approval by the Board of Supervisors and inclusion in the countywide Consolidated Plan.

The amount of funding shown for 2025 is an estimate provided by the County based on available information from the U.S. Department of Housing and Urban Development. If the amount awarded to the City is more than the amounts shown, the additional amount will be dispersed proportionately among the awarded applicants.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Council can deviate from their draft recommendations and make different final recommendation awards. This alternative is not recommended since the County has compiled all the various agency draft funding recommendations.

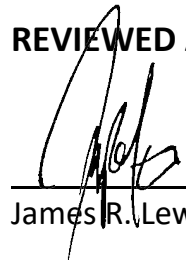
FISCAL IMPACT:

Approval of Atascadero’s total 2025 CDBG allocation would result in the estimated revenue and expenditure of \$146,534 of CDBG funds.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

None; a complete packet of submitted applications is available for public review at the City of Atascadero, Public Works Department, 6500 Palma Avenue.



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item C1

Department: Public Works
Date: 02/25/25
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER

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

PREPARED BY: RYAN BETZ, PUBLIC WORKS ANALYST

SUBJECT: Agreement for Consolidation of Atascadero Transit Services into San Luis Obispo Regional Transit Authority

RECOMMENDATION:

Council approve the Agreement for Consolidation of Atascadero Transit Services (Dial-A-Ride) into San Luis Obispo Regional Transit Authority (RTA).

REPORT IN BRIEF:

This report discusses the proposal to consolidate Atascadero Dial-A-Ride (DAR) into RTA. During the 2023-25 strategic planning session, City Council directed staff to approach RTA to discuss the possibility of consolidating DAR into RTA operations, similar to the recent consolidation of Morro Bay Transit into RTA. An agreement for the consolidation has been prepared and is attached to this report, which outlines the various conditions for the proposed consolidation.

DISCUSSION:

Background:

Atascadero DAR has been providing transportation service to the residents of Atascadero since the City's incorporation in 1979. The service is a curb-to-curb, demand response public transit system serving the citizens of Atascadero, including seniors, individuals with disabilities, school children, and people with low incomes. The City employs two part-time transit dispatchers, operates a fleet of four transit vehicles, services the transit vehicles, and contracts with a private firm to provide qualified transit bus drivers. Managing transit services, including all state and federal reporting requirements, falls within the Public Works Department with support from Administrative Services. Utilizing a private firm (MV Transportation) to provide drivers ensures compliance with many State and Federal requirements and mandates for employment, including licensing, drug testing, Department of Transportation (DOT) logs, and periodic training. Between the Fiscal Years (FY) 2023-2024 and 2024-2025, the hourly rate cost to provide the services has increased by 30% and is expected to continue increasing in the future. The term of the current contract with the private firm will expire on June 30, 2025 with four optional year extensions. Atascadero DAR is funded through fare box revenue, Federal Transit Administration 5307 Urbanized Area Formula Program funds, and State of California Transportation Development Act Funds.

Recent Trends

Atascadero DAR provides demand response curb-to-curb transit service while fixed route transit services are provided by the RTA. Since 2019, overall ridership has declined by 57% while operational and maintenance costs have steadily increased. In addition, state and federal reporting requirements have become more stringent and arduous, requiring more dedicated staff time than in previous years. This has a direct impact on staff's ability to focus on supporting city wide maintenance efforts, services and capital project delivery. To meet these challenges while continuing to provide local transit services for the community, staff met with RTA to discuss operational improvements and efficiencies by consolidating Atascadero DAR with RTA services. Several other cities within the county have taken similar approaches, including Paso Robles, Morro Bay, Arroyo Grande, Grover Beach, and Pismo Beach, in addition to the services the RTA provided on behalf of the County of San Luis Obispo in the unincorporated areas. RTA operates and oversees a wide range of regional and local transit services, including traditional fixed-route, flex-route, seasonal trolley, door-to-door paratransit, dial-a-ride service, senior transportation services, and volunteer ride services. Due to their experience in delivering transit services in both the county and various cities, they are also well positioned to meet all state and federal transit requirements, seek grant funding for service and vehicle replacement and improve local rider experience within the community. It is also important to note that Atascadero is represented on the RTA Board by an appointed City Council member, currently Council Member Newsom.

RTA Consolidation Agreement

After a meeting between the City and RTA staff, RTA staff conducted an internal review of requested financial and operational data provided by the City for the local year-round Atascadero DAR service. RTA staff then provided the City with a memorandum describing a potential operations and maintenance scenario, noting RTA could be capable of assuming operation and maintenance of Atascadero DAR as early as June 2025. The agreement outlines a scope of work, service level and fare structure at the time RTA takes over operating Atascadero DAR, as well as identifies transit vehicles and equipment whose ownership of, and responsibility for maintenance and replacement, would be transferred to the RTA.

The agreement would also permit RTA to directly submit an annual Transportation Development Act (TDA) claim to the San Luis Obispo Council of Governments (SLOCOG) for the City's local transit services. The City receives TDA revenue which must be used for transit purposes. Once the City has met reasonable transit needs, any remaining funds can be used for streets and roads. The claim amount would not exceed the RTA's actual cost of operating Atascadero DAR. These funds would be accounted for separately from other RTA transit services it operates. All committed and non-committed monies remaining in the Transit Fund would be transferred to the RTA by the effective date of the agreement, June 22, 2025, to be used for Atascadero DAR operations, service planning, and capital projects.

RTA staff would meet at least once a year with City staff to review the year to date operating and financial data and scope of services prior to developing the budget for the next year. New or discretionary funding sources that RTA could seek would also be discussed, and if successfully acquired, would reduce the amount of TDA needed for Atascadero DAR operations, service planning, or capital projects. Suggested changes and/or service direction would be incorporated into budget development. The proposed budget would be submitted to the City for adoption. Additionally, quarterly updates would be provided to City staff with operating statistics and

quarterly TDA reporting to the San Luis Obispo Council of Governments that includes operating costs, fare information, and administrative cost breakdown.

Impacts for Riders and Bus Drivers

Based on staff review, Atascadero DAR consolidation into the RTA would have positive impacts for riders. There would be improved customer experience as there would be a single source for transit service information (route maps, website, fares, passes, etc.) and rider policies. Riders would no longer have to look at two different systems to get information about Atascadero DAR and RTA services, instead it would be one location. Additionally, there would be consistency of fare media and payments systems. Riders would no longer have to use separate passes for each service, making riding between systems easier. Additionally, service coordination would be improved with better integration of service schedules leading to enhanced connectivity and reduced wait times between the local and regional services. Finally, consolidation into the RTA would have positive impacts for Atascadero DAR drivers who successfully transition employment to RTA. There would be an increased driver wage scale and opportunity for drivers to have full time employment/benefits as drivers would be able to add other RTA transit service shifts to their schedule. Additionally, the driver backup pool would be increased as the system would have access to driver resources from the RTA system. Currently, there are no back up drivers for Atascadero DAR to handle various leave time situations that come up (sick, vacation, medical). Currently, Atascadero DAR does occasionally cancel service because of driver availability issues.

Based on an RTA review of current Atascadero DAR service levels for transit services, RTA has proposed an estimated total administration, operations, and maintenance cost (non-capital) for fiscal year 2025-26 in the \$640,000 - \$660,00 range. The RTA review was consistent with the process recently completed with the City of Morro Bay. The cost range proposed by RTA is similar to the estimated Atascadero DAR budget for FY 2025-26. As part of the agreement, RTA will prepare and submit a draft annual operating budget to the City. The City will have an opportunity to review the draft budget, discuss service levels, and negotiate adjustments before budget adoption. In the event that the City determines the service level and cost is unreasonable, the item will be placed on a City Council agenda and an RTA Board of Directors agenda so that it may be considered and mutually agreed upon by these respective boards prior to adoption.

The DAR program receives State and Federal funding and therefore requires a significant amount of staff time to administer. Consolidating the DAR program into RTA will result in staff time savings. The General Fund charges the Transit Fund for staff services, and while this revenue will no longer be available, staff will be able to pursue other priority projects including revenue offsets from Capital Projects management.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Council may reject staff recommendations and direct staff to continue operating Atascadero DAR services. Staff does not recommend this alternative because of the numerous operational and reporting challenges, limited resources to increase ridership and projected increase in cost for a private firm to operate transit services. As new state and federal transit regulations are enacted, including vehicle and equipment replacement, it will become even more challenging to continue operating Atascadero DAR without consolidating with RTA.

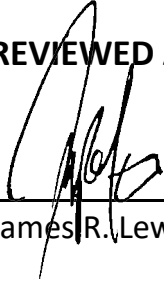
FISCAL IMPACT:

Approving staff's recommendation would result in the expenditure of approximately \$650,000 in TDA funds annually, subject to CPI and negotiations, and a potential reduction in General Fund staff time reimbursements.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

Agreement for Consolidation of Atascadero Transit Services into San Luis Obispo Regional Transit Authority (RTA).

**AGREEMENT FOR
CONSOLIDATION OF ATASCADERO TRANSIT SERVICES INTO SAN LUIS
OBISPO REGIONAL TRANSIT AUTHORITY**

THIS AGREEMENT is entered into this _____ day of _____, by and between the CITY OF ATASCADERO, (hereinafter referred to as “CITY”) and the SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY, (hereinafter referred to as “RTA”).

WITNESSETH:

WHEREAS, CITY has been responsible for local transit and other local transportation services within and immediately adjacent to the incorporated areas of the City not considered part of the regional transportation system; and

WHEREAS, CITY is the direct recipient of Transportation Development Act (TDA) funds, which is comprised of Local Transportation Funds (LTF) and State Transit Assistance (STA) funds; and

WHEREAS, CITY is projected to receive a total of \$1,745,645 in LTF funds in fiscal year 2024-25; and

WHEREAS, CITY is projected to receive a total of \$200,943 in STA funds in fiscal year 2024-25; and

WHEREAS, in fiscal year 2024-25, CITY budgeted \$650,590 of its LTF allocation for local public transit services and \$ 697,940 of its LTF allocation for regional RTA transit services. The remaining LTF funds are available to meet local bicycle, pedestrian and streets/roads needs; and

WHEREAS, CITY desires consolidation of its local public transit services into RTA to take advantage of efficiencies and cost-savings that result from such consolidation; and

WHEREAS, RTA is responsible for regional transit and other regional transportation services, and is deemed trained, experienced, expert and competent to perform such services on behalf of CITY; and

WHEREAS, RTA is presently providing similar coordinated/consolidated services to South County Transit, the cities of Paso Robles, Morro Bay, and to the County of San Luis Obispo; and

WHEREAS, said agreements have been beneficial to RTA, South County Transit, the cities of Paso Robles, Morro Bay, and the County of San Luis Obispo; and

WHEREAS, CITY desires to cease direct management of local public transit services in CITY limits.

NOW THEREFORE, the parties do mutually agree as follows:

1. Transfer of All Future Transit Obligations. CITY hereby transfers all obligations to provide local public transit services to RTA. RTA will operate all local public transit services in CITY.
2. Scope of Services. Pursuant to this Agreement, RTA shall provide to CITY the services identified in Attachment “A” attached hereto as if entirely set forth herein.
3. Compensation. CITY shall permit RTA to directly submit an annual TDA claim to SLOCOG for local public transit services, a sum not to exceed RTA’s actual cost of operating said services. Said compensation will be developed in the following manner: RTA shall annually submit to the City Public Works Director by March 1 a detailed proposal to provide the services identified in Attachment “A” and an associated amount of compensation for providing those services for the subsequent fiscal year. The City Public Works Director shall annually provide written consent to the proposal, including the service level and amount of compensation by April 1 unless the proposal is determined to be unreasonable. Any annual proposal the Public Works Director determines to be unreasonable will be placed on a City Council agenda and an RTA Board of Directors agenda so that it may be considered and mutually agreed upon by these respective boards prior to May 1. CITY shall provide written direction to SLOCOG that the agreed upon amount of compensation should be allocated to the RTA directly from the share of TDA monies allocated to the CITY through the SLOCOG allocation process. RTA will be responsible for submitting a claim for these monies to SLOCOG during the subsequent fiscal year for deposit directly into RTA’s account. RTA shall account for CITY monies separately from all other monies received.
4. Transfer of Funds. Any fully-funded but not yet completed CITY transit projects that remain as of June 22nd, 2025 will be transferred by CITY to the RTA. The CITY will provide technical assistance as appropriate. CITY shall transfer all non-committed monies remaining in its transit fund to RTA by the effective date of this Agreement. RTA will use these monies to fund CITY transportation services and will account for these monies separately. This is a one-time transfer.
5. Transfer of Vehicles and Equipment. CITY shall transfer ownership of and responsibility for all vehicles and transit vehicle-specific equipment by the effective date of this Agreement to RTA. A list of these vehicles and equipment is included in Attachment “B”. Both CITY and RTA agree that the fair market value of the vehicles and equipment is \$109,840.86 (the “Vehicle Transfer Value”).

6. Term of Agreement. This Agreement shall commence effective June 22nd, 2025 and shall continue, until and unless terminated earlier as provided herein. RTA will furnish sufficient personnel to complete all phases of the tasks.
7. Termination of Agreement for Convenience of Either Party. Either party may terminate this Agreement at any time by giving to the other party One Hundred Eighty (180) days written notice of such termination. Termination shall have no effect upon the rights and obligations of the parties arising out of the transaction occurring prior to the effective date of such termination. RTA shall use budgeted funds to pay for all work satisfactorily completed prior to the effective date of such termination.

In the event that this Agreement is terminated for convenience pursuant to this Section 7, RTA and CITY shall jointly cause to have the vehicles and equipment that were transferred to RTA pursuant to Section 5 above appraised (the "Updated Appraisal"). In the event any vehicles or equipment have been replaced or used, then any replacement vehicle or equipment shall be substituted for the equipment identified in Attachment "B" for such appraisal. If any of the vehicles in Attachment B have been "surplused" and RTA does not replace that vehicle with a new vehicle, then that vehicle will not be included in the updated appraisal. Once the Updated Appraisal is complete, the Updated Appraisal shall be compared with the Vehicle Transfer Value to determine whether an equalizing payment is needed by either RTA to CITY or from CITY to RTA. By way of example, if the Vehicle Transfer Value is \$150,000 and the Updated Appraisal equals \$100,000, then a payment of \$50,000 shall be made from RTA to CITY. RTA and CITY may agree on other arrangements in lieu of an equalizing payment.

8. Termination of Agreement for Cause. If, through any cause within its control, either party fails to fulfill in a timely and professional manner its obligations under this Agreement, or if either party violates any of the terms or provisions of this Agreement, either party shall have the right to terminate this Agreement. Upon receiving a written notice for termination, the breaching party shall have thirty (30) days to cure the violation, or if the violation cannot be cured within such timeframe, the breaching party shall have commenced to cure said breach in a manner that is acceptable to the non-breaching party, in the non-breaching party's reasonable discretion. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. RTA shall use budgeted funds to pay for all work satisfactorily complete prior to the effective date of such termination.
9. Modification. This Agreement, together with Attachment "A," (Scope of Work) and Attachment "B" (Vehicles and Equipment) constitutes the entire understanding of the parties hereto and no changes, amendments, or alterations shall be effective unless in writing and signed by both parties.

10. Non-Assignment of Agreement. Inasmuch as this Agreement is intended to transfer all local public transit services to RTA, RTA shall not assign, transfer, delegate, or sublet this Agreement or any interest herein, or the assets transferred by City to RTA, without the prior written consent of the CITY Public Works Director, and any such assignment, transfer, delegation, or sublet without CITY's prior written consent shall be considered null and void.
11. Covenant. The validity, enforceability and interpretation of any of the clauses of this Agreement shall be determined and governed by the laws of the State of California.
12. Enforceability. The invalidity and unenforceability of any terms or provisions hereof shall in no way affect the validity or enforceability of any other terms or provisions.
13. Employment Status. RTA shall, during the entire term of the Agreement, be construed to be an independent agency, and shall in no event be construed to be an employee of CITY. RTA understands and agrees that its employees are not, and will not, be eligible for membership in or any benefits from any CITY group plan for hospital, surgical or medical insurance, or for membership in any CITY retirement program, or for paid vacation, paid sick leave, or other leave, with or without pay, or for any other benefit which accrues to a CITY employee.
14. Warranty of RTA. RTA warrants that it is properly certified and licensed under the laws and regulations of the State of California to provide the services herein agreed to.
15. Conflicts of Interest. No officer, employee, director or agent of CITY shall participate in any decision relating to this Agreement which affects his personal interest or the interest of any corporation, partnership, or association in which he is directly or indirectly interested; nor shall any such person have any interest, direct or indirect, in this Agreement or the provisions thereof.
16. Indemnification. RTA shall defend, indemnify and hold harmless CITY, its elected officials, officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including RTA, either alleged or that arise out of, or are related to any act or omission of RTA relating to and in the performance under this Agreement. The obligation to indemnify shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the CITY, its elected officials, officers and employees.
17. Insurance Requirements. RTA, at its sole cost, shall purchase and maintain the insurance policies set forth below on all of its operations under this Agreement. All of the insurance companies providing insurance for RTA shall have, and

provide evidence of, an A.M. Best & Co. rating of A:VII or above, unless exception is granted by CITY's Public Works Director. Further, all policies shall be maintained for the full term of this Agreement.

A. Scope and Limits of Required Insurance Policies

1) Commercial General Liability

Policy shall include coverage at least as broad as set forth in Insurance Services Office Commercial General Liability Coverage (CG 00 01) with policy limits of not less than \$5 (five) million dollars combined single limit per occurrence, \$5 (five) million general aggregate, and \$5 (five) million products and completed operations aggregate. Policy shall be endorsed with the following specific language or contain equivalent language in the policy:

- a) The CITY, its elected officials, officers, employees, agents and volunteers, are named as an additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.
- b) The insurance provided herein shall be considered and endorsed as primary coverage to the CITY with respect to any insurance or self-insured retention maintained by the CITY. Further, the CITY's insurance shall be considered excess insurance only and shall not be called upon to contribute to this insurance.
- c) The policy shall not be cancelled or materially changed without first giving thirty days prior written notice to the CITY Public Works Director. If a carrier will not provide the required notice of cancellation, the RTA shall provide written notice to the CITY of a cancellation no later than ten (10) business days before cancellation.

2) Business Automobile Policy

Policy shall include coverage at least as broad as set forth in the liability section of Insurance Services Office Business Auto Coverage (CA 00 01) with policy limits of no less than \$5 (five) million dollars combined single limit for each occurrence. Said insurance shall include coverage for owned, non-owned, and hired vehicles. Policy shall be endorsed with the following specific language or contain equivalent language in the policy:

- a) The CITY, its elected officials, officers, employees, agents and volunteers, are named as an additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.
- b) The policy shall not be cancelled or materially changed without first giving thirty days prior written notice to the CITY Public Works Director. If a carrier will not provide the required notice of cancellation, the RTA shall provide written notice to the City of a cancellation no later than ten (10) business days before cancellation.

3) Worker's Compensation / Employer's Liability Insurance

- a) Worker's Compensation: policy shall provide statutory limits as required by State of California. Policy shall allow and be endorsed with the following specific language:
 - i. RTA and its insurer shall waive all rights of subrogation against the CITY, its elected officials, officers, employees, volunteers and agents for workers' compensation losses arising out of this Agreement.
 - ii. The policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the CITY Public Works Director. If a carrier will not provide the required notice of cancellation, the RTA shall provide written notice to the City of a cancellation no later than ten (10) business days before cancellation.
- b) Employer's Liability: policy shall provide \$1 million dollars per accident for bodily injury or disease.

B. Deductibles and Self-Insurance Retentions

All deductibles and/or self-insured retentions which apply to the insurance policies required herein will be declared in writing and approved by CITY prior to commencement of this Agreement.

C. Documentation

Prior to commencement of work and annually thereafter, upon renewal or change, for the term of this Agreement, RTA will provide the CITY Public Works Director properly executed certificates of insurance clearly

evidencing the coverage, limits, and endorsements specified in this Agreement. Further, at the CITY's request, the RTA shall provide certified copies of the insurance policies within thirty days of request.

D. Absence of Insurance Coverage

CITY may direct RTA to immediately cease all activities with respect to this Agreement if it determines that RTA fails to carry, in full force and effect, all insurance policies with coverage levels at or above the limits specified in this Agreement. Any delays or expense caused due to stopping of work and change of insurance shall be considered RTA's delay and expense.

18. Notices. Any notice required to be given pursuant to the terms and provisions hereof shall be in writing, and shall be sent by certified or registered mail to:

CITY:

Public Works Director
City of Atascadero
6500 Palma Ave,
Atascadero, CA 93422

RTA:

Executive Director
SLO Regional Transit Authority
253 Elks Lane
San Luis Obispo, California 93401

19. Progress Reports. RTA shall submit brief progress reports to the CITY accompanied by invoices that shall describe the work performed, plus any problems anticipated in performing said work in future. Said reports shall be optional upon written approval by the CITY Public Works Director.
20. Copyright. Any reports, maps, documents or other materials produced in whole or part under this Agreement shall be the property of CITY and shall not be subject to any application for copyright by or on behalf of the RTA.
21. Findings Confidential. Except as otherwise required by applicable law, no reports, maps, information, documents, or any other materials given to or prepared by RTA under this Agreement which CITY requests, in writing, to be kept confidential, shall be made available to any individual or organizations by RTA without the prior written approval of CITY Public Works Director. However, RTA shall be free to disclose such data as is publicly available, already in its possession, or independently developed.

IN WITNESS WHEREOF, this AGREEMENT has been executed by the parties hereto, upon the date first above written.

CITY OF ATASCADERO	RTA & SLOCOG
ATTEST:	ATTEST:
<hr/> James R. Lewis City Manager	<hr/> Executive Director RTA
<hr/> Lara Christensen City Clerk	<hr/> Executive Director SLOCOG
APPROVED AS TO FORM AND LEGAL EFFECT: David Fleishman City Counsel	APPROVED AS TO FORM AND LEGAL EFFECT: RITA NEAL County Counsel
By: _____ City Attorney	By: _____ Assistant County Counsel
Date: _____	Date: _____
CITY OF ATASCADERO	RTA & SLOCOG
<hr/> Charles Bourbeau Mayor	<hr/> President RTA & SLOCOG Board of Directors
Date: _____	Date: _____

ATTACHMENT "A"

SCOPE OF WORK

Transit services administered and operated by RTA and part of this agreement include local public transit services in the incorporated and adjacent areas of the City of Atascadero and not considered part of the RTA regional transportation system.

The intent of the agreement is for RTA to consolidate local public transit services into RTA. RTA will serve as the direct recipient of all transit-specific Transportation Development Act (TDA) funds apportioned to CITY, and will seek available Federal Transit Administration (FTA) funds to partially fund local public transit services. The following list is not meant to be all inclusive:

RTA-PROVIDED TRANSIT VEHICLE, MANAGEMENT, ADMINISTRATIVE, FINANCIAL SERVICES

1. Operate local public transit services.
2. Provide data collection, reconciling and monitoring of local public transit services to appropriate transportation monitoring agencies including, but not limited to the San Luis Obispo Council of Governments (SLOCOG), the FTA, the NTD and the State of California.
3. Provide route analysis for effectiveness and efficiency and report to CITY on an as-needed basis as requested by CITY.
4. Monitor system-wide on-time performance.
5. Assist SLOCOG in the development and implementation of future Short Range Transit Plans.
6. Attend meetings with CITY as needed to address local public transit issues as they arise.
7. Prepare annual budget for local public transit services.
8. Prepare and administer annual TDA claim.
9. Prepare and submit annual State Controller's Report.
10. Coordinate and conduct all audits/reviews, including the annual TDA fiscal and compliance audit, the FTA Triennial Review, and the TDA Triennial Audit.
11. Develop and submit grant applications to fund local public transit services, including the purchase of vehicles and equipment that will be owned by RTA and used to provide local public transit services in the CITY.

12. All financial and budgetary reports outlined herein shall provide sufficient detail so as to report CITY transportation services separately from all other RTA regional transportation services.
13. Provide bus stop maintenance for local and regional transit bus stops in CITY.
14. The RTA will ensure compliance with all Federal, State and Local requirements including those associated with fare and service changes.

The CITY is agreeing to provide to RTA the following services for the CITY's actual cost of providing these services plus administrative overhead. The following list is not meant to be all inclusive:

CITY-PROVIDED ASSETS AND SERVICES

CITY may provide use of the existing radio transmission tower station sites if requested by RTA and approved by the City. RTA shall make written request to Public Works Director, who will review the request and reply in writing of approval or denial of RTA's request.

ATTACHMENT "B"
VEHICLES AND EQUIPMENT

The following list of CITY-owned vehicles and equipment will be transferred on an as-is, where-is basis on the effective date of this Agreement.

ATASCADERO TRANSIT VEHICLES & EQUIPMENT INVENTORY 01/10/2025							
AT#	LICENSE/VIN NUMBERS	MILEAGE 01/10/2025	YEAR	MAKE	Model	RETIREMENT YEAR (5 yrs or 150,000 miles)	Value
27	1424653 1FD4E4FSXEDB20055	83,008	2015	FORD	E-450 Class C Starcraft Bus	2020	\$0.00
28	1527157 1FD4E4FS3HDC33737	61,018	2017	FORD	E-450 Class C Starcraft Allstar	2023	\$0.00
29	1550141 1FD4E4FS1HDC78904	67,978	2018	FORD	E-450 Class C Starcraft Allstar	2024	\$0.00
30	1550142 1FD4E4FS5HDC78906	69,898	2018	FORD	E-450 Class C Starcraft Allstar	2024	\$0.00
31	1708527 1FDVU4X83RKA90030	68	2024	MOBILITYTRANS	Class V Transit Van	N/A	\$107,410.54
10	1480678 2C4RDGBGXDR787212	74,285	2013	DODGE	Grand Caravan	N/A	\$0.00

EQUIPMENT		
Asset Description	Date of Purchase	Value
Samsung Tablet S7 FE Android 11 64GB	8/8/2023	\$ 607.58
Samsung Tablet S7 FE Android 11 64GB	8/8/2023	\$ 607.58
Samsung Tablet S7 FE Android 11 64GB	8/8/2023	\$ 607.58
Samsung Tablet S7 FE Android 11 64GB	8/8/2023	\$ 607.58



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item C2

Department: Community Services & Promotions
Date: 2/25/25
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER
FROM: TERRIE BANISH, DIRECTOR COMMUNITY SERVICES & PROMOTIONS
PREPARED BY: TERRIE BANISH, DIRECTOR COMMUNITY SERVICES & PROMOTIONS
SUBJECT: Charles Paddock Zoo Accreditation Update and Recommended Investment Plan

RECOMMENDATION:

Council authorize the Director of Administrative Services to reallocate \$1,000,000 in budgeted Zoo Exhibit Refurbishment Match funds to Zoo Animal Habitat Maintenance and Upgrades, and commit to funding up to \$340,000 in additional staff costs in future years.

REPORT IN BRIEF:

The Charles Paddock Zoo is prioritizing accreditation and financial sustainability. To address these priorities, additional funding for capital improvements recommended during the accreditation site visit and investments in conservation, education, and enrichment programs through additional staff, are highly recommended. The Zoo has been focused on developing a robust business plan and financial strategy focused on growing revenue streams by driving traffic and reducing costs. Key initiatives include a rebranding effort, an aggressive marketing strategy, and working closely with the Friends of the Charles Paddock Zoo on a capital campaign. As the Zoo works through the accreditation process and implementing a variety of revenue streams, advance investment for immediate needs allows for access to capital in advance and the ability to fund additional resources to help move the Zoo forward towards financial stability and reaccreditation.

DISCUSSION:

Background:

In February of 2020, the City and the Chamber of Commerce did a series of outreach meetings, *Talk on the Block*, providing residents with an opportunity to voice their thoughts and ideas for community improvements to their City leaders. Following this feedback, a voter survey was conducted to determine which City services, projects, and other programs were most important to the community. While the Charles Paddock Zoo did not rank among the highest priorities listed,

when voters were asked if the City should close the Zoo to save approximately \$500,000 per year, 68% of respondents wanted to keep the Zoo open.

Based on insights gained from community outreach, Measure D-20, a 1% sales tax increase to generate revenue for key community and Council priorities, was placed on the November 2020 ballot. Voters approved the measure. As a result of Measure D-20 and strategic priorities set for fiscal year 21-23 and fiscal year 23-25 budget cycles, focus was placed on economic and community vibrancy, fiscal and infrastructure efficiency and sustainability, ensuring public safety and providing exceptional City services and quality of life. At the Mid-Year Check-in for strategic planning in April 2024, Council shared the importance of accreditation and approved \$305,000 to be used on a specific list of upgrades and repairs necessary for accreditation. Friends of the Charles Paddock Zoo (FCPZ) also committed to another \$300,000 to contribute towards the list of upgrades and repairs. Council also demonstrated their dedication to accreditation by budgeting \$1 million from D-20 revenues for Zoo projects with the caveat that for every dollar the FCPZ raised, those dollars would be matched by the City up to the budgeted \$1 million dollars.

Accreditation:

The City's commitment to Association of Zoos and Aquariums (AZA) accreditation has positive implications and benefits of being an AZA accredited Zoo. AZA is a confirmation of the Zoo's commitment to animal welfare, species protection and conservation-mindedness. It provides members of the community with close connections to the natural world and develops public confidence in the knowledge that the Zoo meets or exceeds current and stringent professional standards. Accreditation provides a publicly recognized badge signifying excellence in, and commitment to, animal management and welfare, safety, conservation and education. It distinguishes the Zoo from "roadside zoos" and for-profit menageries and increases eligibility for funding and grants from certain foundations, corporations and other sources. Being accredited helps foster staff and community pride and significantly improves the ability to attract and retain a high quality, professional staff. The actual benefits are many, and while the level of excellence is not an easy task, it is important to achieve.

Since April of 2024, the Charles Paddock Zoo has been diligently working through the AZA Accreditation process with many things being accomplished from hiring and realigning of staff, recruitment of a new Zoo Director, conducting repairs, and improvements throughout the Zoo, and developing future operational, financial and marketing plans. The detailed application form was submitted one week prior to the September 2024 deadline. In addition, the Zoo worked side-by-side with an AZA mentor in preparation for accreditation. In mid-December, the AZA Inspection team conducted a comprehensive review of the Zoo and offered several observations for operational changes and needed investments to the facility, especially exhibits. Their findings lay out a roadmap for being able to maintain accreditation which is driving the need for immediate investment in operations and facilities.

The AZA Accreditation Commission received the findings and over the past two months, Zoo and City staff have been working diligently through the recommendations. On February 13, 2025, the

City submitted a progress report of the accomplishments and work in progress to the Commission. City and Zoo staff will appear before the Commission on March 26, 2025, in Palm Springs, for a final hearing during the mid-year AZA conference for a decision regarding whether the Zoo remains accredited or not. Prior to this hearing, it is essential to demonstrate progress on projects, plans for improved operations and a commitment to further investment in the Zoo.

Future Financial Sustainability:

As the Zoo works towards long-term financial sustainability, the City's commitment to AZA accreditation is unwavering with attention to an essential list of priorities. These priorities include a robust business plan focused on growing revenue streams by driving traffic and reducing costs. Some of the key projects at the Zoo include a complete rebrand that will ultimately increase awareness for the Zoo, an aggressive marketing and promotions plan, and a capital campaign. Additionally, the Zoo will aggressively work on revenue streams through corporate sponsorships, a new online ticketing program, animal encounters, and educational camps and activities. During the summer, there are plans to add combo ticket packages which would include recreational activities at Atascadero Lake Park and plans to host a food truck on site on the weekends. This will encourage longer stays and shopping opportunities in the Zoo's gift shop. Expansion of the educational camps includes outreach to all schools and libraries in the North County and ambassador visits to schools and libraries in Northern Santa Barbara County.

Operationally, the Zoo is working towards an August 1 deadline to "right size" the Zoo's animal population by 20%, which will reduce food costs, utility costs, and free up staff time. New hours of operation are planned to align with school schedules by introducing: "Open Thursday through Monday 10 am – 4 pm and daily during school holidays." In addition, the business plan calls for expansion of Madagascar and the Tiger habitat to increase awareness and drive traffic to the Zoo.

With the priorities set forth for the Zoo, staff is requesting the use of the \$1,000,000 in matching funds now and an additional \$340,000 commitment to future costs in order to hire staff over the course of the next three years to enhance animal enrichment and welfare and add additional programs that will drive revenue. During that time frame, the Zoo will be implementing a business plan and financial strategy to cover the on-going costs of a full-time maintenance position, to stay in front of ongoing maintenance requirements at the Zoo, and a full-time Zookeeper position, to support the Zoo's infrastructure.

The Council is being asked to review and approve a Zoo Investment Plan as outlined below. The implementation of this plan will allow the Zoo to take the steps necessary to achieve financial stability:

Zoo Investment Plan

- **AZA Accreditation Budget:** \$305,000 approved at the May 28, 2024, City Council meeting for a expenses recommended in the accreditation report.
- **D20 Revenues:** \$1 million dollars in budgeted funds to be used now towards capital improvements (this does not include any funding for staffing).

- **Challenge Investment:** \$340,000 as an allocation of resources to address maintenance, exhibit and staffing issues over the next three years as follows:
 - **New FT Staffing positions for Maintenance Worker and Zookeeper:** Total cost of \$340,000 over 3 years of City funding for the two positions (i.e., same model as the SAFER grant that funds firefighters):
 - **Now through June 30, 2025:** Previously vacant full-time PW Building Maintenance 1 position hired February 2025 currently dedicated to maintenance at the Zoo and funding covered through end of fiscal year under PW budget.
 - **July 1, 2025 to December 31, 2026:** City will cover 100% of costs for new full-time Maintenance Worker and Zookeeper positions (\$170,000 per year + \$85,000 half year = \$255,000)
 - **January 1, 2027 to June 30, 2027:** City will cover 50% of costs for Maintenance Worker 1 and Zookeeper positions (\$42,500)
 - **July 1, 2027 to June 30, 2028:** City will cover 25% of costs for Maintenance Worker and Zookeeper positions: (\$42,500)
 - **Beginning July 1, 2028:** Zoo covers 100% of costs for Maintenance Worker and Zookeeper positions (\$0).

As part of this investment, it is anticipated that Zoo revenues will increase as a result of more programming, specifically through educational and social opportunities and events. Additionally, with this investment, staff will have more time to pursue grants and foundation support. As such, a new revenue forecast is being developed for the next 3 years.

Zoo Revenue Forecast:

Zoo currently costs the City about \$1.5 million and brings in about \$750,000 in revenue for about \$750,000 deficit. Following is an outline of expectations to become financially stable:

- **Provisional Year 1 (FY25-26):** Growth over the provisional year is reinvested into the Zoo.
- **Year 2 (FY26-27):** Decrease deficit to \$600,000; Year 1 of new accreditation cycle + additional staffing cost \$42,500.
- **Year 3 (FY27-28):** Decreases deficit to \$500,000 + additional staffing cost \$127,500 with the zoo becoming much more financially sustainable by the next accreditation cycle.

Zoo Revenue Forecast (DRAFT)

Revenue Forecast				
FY '25-'26 Provisional Year (Year 1)	Base Year 23-24	Estimated 25-26	Variance	Goal
Revenue - 12% increase over prior year	\$ 772,755	\$ 865,486		
Increase in events/ camps/ ambassador programs/ activities		3,500		
Friends of the CPZ Donations		10,000		
Partnerships/ grants/ sponsorship		10,800		
Estimated Revenue 25-26	<u>772,755</u>	<u>889,786</u>		
Expense Total (based on FY23-24)	1,595,004			
Expenses- 100% of prior year		1,595,004		
Right Size Animal population		(20,000)		
Reduced Zoo Hours		(24,960)		
Estimated Expenditures 25-26	<u>1,595,004</u>	<u>1,550,044</u>		
Net income (deficit)	<u>\$ (822,249)</u>	<u>\$ (660,258)</u>	\$ 161,991	\$ -

Revenue Forecast*				
FY '26-'27 (Year 2)	Base Year 23-24	Estimated 26-27	Variance	Goal
Revenue - 10% increase over prior year	\$ 772,755	978,764		
Increase in events/ camps/ ambassador programs/ activities		4,500		
Friends of the CPZ Donations		20,000		
Partnerships/ grants/ sponsorship		20,000		
Estimated Revenue 26-27	<u>772,755</u>	<u>1,023,264</u>		
Expense -Base year 23-24	1,595,004			
Expenses- 102% of prior year		1,581,045		
Estimated Expenditures 26-27	<u>1,595,004</u>	<u>1,581,045</u>		
Net income (deficit)	<u>\$ (822,249)</u>	<u>\$ (557,781)</u>	\$ 264,468	\$ 192,500

Revenue Forecast				
FY '27-'28 (Year 3)	Base Year 23-24	Estimated 27-28	Variance	Goal
Revenue - 8% increase over prior year	\$ 772,755	1,105,125		
Increase in events/ camps/ ambassador programs/ activities		7,500		
Friends of the CPZ Donations		30,000		
Partnerships/ grants/ sponsorship		25,500		
Estimated Revenue 27-28	<u>772,755</u>	<u>1,168,125</u>		
Expense -Base year 23-24	1,595,004			
Expenses- 102% of prior year		1,612,666		
Estimated Expenditures 27-28	<u>1,595,004</u>	<u>1,612,666</u>		
Net income (deficit)	<u>\$ (822,249)</u>	<u>\$ (444,541)</u>	\$ 377,708	\$ 377,500

Revenue Opportunities Summary (Detailed information in-progress in the new Business Plan):

1. Partnerships - grants, support, staffing
2. Sphere of influence/brand – notoriety, awareness
3. Commercial activity – co-branding, gift shop, concessions in Lake Park
4. Event Sponsorships – commercial and corporate
5. Education – monthly lectures, Zoomobile, expanded camp program, etc.

6. Operations – Zoo hours, “right sizing” animal population to decrease another 100 animals, cost savings, etc.
7. Friends of the Charles Paddock Zoo Fundraising efforts

Over the past year, there has been a renewed interest and focus from the FCPZ. City and Zoo Staff have been actively working together with the FCPZ to assist with their Strategic Planning and developing a capital campaign to help with fundraising efforts with a plan to raise their own money to establish a fundraising board. As a result, FCPZ is currently working on their own plan to raise money for the benefit of the Zoo.

With both the City and the FCPZ working together to become fiscally sustainable, staff is confident that the investment plan, Zoo revenue and revenue opportunities outlined above will help achieve the growth needed to become revenue positive over the next three years.

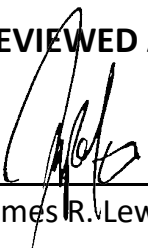
FISCAL IMPACT:

Expenditure of \$1,000,000 of budgeted Zoo project funds and a commitment to fund up to \$340,000 in additional staff costs in future years.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director, the Deputy Director of Administrative Services, and the Zoo Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager