



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, March 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.

PLEDGE OF ALLEGIANCE: Mayor Bourbeau

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

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 21 & 22, 2025, Special Goal Setting Meeting and February 25, 2025 Regular Meeting

- Recommendation: Council approve the February 21 & 22, 2025, Special Goal Setting Meeting and February 25, 2025 Regular Meeting minutes. [City Clerk]

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

- Fiscal Impact: None.
- Recommendation: Council adopt, on second 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].

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. MANAGEMENT REPORTS:

1. Sales Tax Measure D20 Annual Report

- Fiscal Impact: approximately \$5,000 in budgeted General Funds.
- Recommendation: The Finance Committee and the Citizens' Sales Tax Oversight Committee recommend Council approve the Measure D-20 Annual Report [Administrative Services]

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

NOTICE OF SPECIAL MEETING

ATASCADERO CITY COUNCIL

Friday, February 21, 2025, 6:00 P.M.
Saturday, February 22, 2025, 9:00 A.M.

City Hall – Council Chambers
6500 Palma Avenue, Atascadero

Goal Setting Workshop MINUTES

FRIDAY, FEBRUARY 21, 2025, 6:00 P.M.

Mayor Bourbeau called the meeting to order at 6:00 pm

ROLL CALL:

Present: Council Members Funk, Peek, Mayor Pro Tem Dariz, and Mayor Bourbeau
Absent: Council Member Newsom
Others Present: None
Staff Present: City Manager Jim Lewis, Deputy City Manager/City Clerk Lara Christensen, Administrative Services Director/City Treasurer Jeri Rangel, Community Development Director Phil Dunsmore, Community Services and Promotions Director Terrie Banish, Fire Chief Casey Bryson, Police Chief Dan Suttles, Public Works Director Nick DeBar, Deputy City Manager – IT Luke Knight, and Deputy Director of Economic & Community Development Loreli Cappel

COUNCIL WORKSHOP – STRATEGIC PLANNING

Council Member Newsom arrived at 6:01 p.m.

1. Welcome, Opening Comments, Exercise

After brief introductions and an overview of the meeting, City Manager Lewis led the Council

and staff through an exercise to identify expectations for the Workshop and to identify areas of accomplishment and excitement both past in the future.

2. Public Comment

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

3. Attributes of High Performing Cities/Councils

City Manager Lewis led the Council and staff through a self-assessment exercise to identify what Council Members and staff are doing well and how that aligns with the attributes of high performing cities/councils. A copy of the article “Attributes of Exceptional Councils” was provided to the Council (Exhibit A).

Mayor Bourbeau recessed the meeting at 7:24 p.m.

Mayor Bourbeau reconvened the meeting with all present at 7:31 p.m.

4. Review of Council Norms

Deputy City Manager/City Clerk Christensen reviewed the Council Norms. Following discussion, the Council provided direction on changes to the Norms to be brought back for adoption at a future meeting.

5. Staff Supporting City Council

Deputy City Manager/City Clerk Christensen briefed the City Council on staff support for the Council including travel arrangements, Council calendars, and communications with staff. Deputy City Manager – IT Luke Knight briefed the Council on upcoming technology upgrades and use of technology by the Council. City Manager Lewis led the Council through a discussion on scheduling for Closed Session Meetings and Special Meetings/Study Sessions.

ADJOURNMENT:

Mayor Bourbeau adjourned the meeting at 9:00 p.m. to Saturday, February 22, 2025, at 9:00 a.m. to continue the Goal Setting Workshop.

SATURDAY, FEBRUARY 22, 2025, 9:00 A.M.

Mayor Bourbeau called the meeting to order at 9:01 am

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, City Attorney Dave Fleishman, Deputy City Manager/City Clerk Lara Christensen, Administrative Services Director/City Treasurer Jeri Rangel, Community Development Director Phil Dunsmore, Community Services and Promotions Director Terrie Banish, Fire Chief Casey Bryson, Police Chief Dan Suttles, Public Works Director Nick DeBar, Deputy City Manager – IT Luke Knight, Deputy Director of Economic & Community Development Loreli Cappel, and Human Resources Manager Rachel Hunter

COUNCIL WORKSHOP – STRATEGIC PLANNING

1. Welcome

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

Human Resources Manager Hunter provided an update on staffing and the implementation of the City’s Mission Statement.

2. Public Comment

The following members of the public were present and gave comment throughout the meeting: Geoff Auslen, Jacque Fields, and Josh Cross.

3. Goal Setting Exercise

City Manager Lewis gave a brief overview of the process and led the Council through an exercise to review the 2023-2025 Strategic Priorities and establish the 2025-2027 Strategic Priorities.

The Council made the following changes to the 2023-2025 Strategic Priorities, establishing the 2025-2027 Strategic Priorities:

Strategic Priority: Economic and Community Vibrancy

Key Focus Areas:

- *Downtown Vibrancy Viability*
- *Activation of Underutilized Sites and Nodes*
- *Business Support and Jobs/Housing Balance*
- *Neighborhood Compatibility and Wellness*

Strategic Priority: Fiscal and Infrastructure Efficiency & Sustainability

Key Focus Areas:

- *Asset Management/Replacement/Modernization*
- *Smart and Responsible Financial Strategies*
- *Transparency and Accountability*

Strategic Priority: Ensuring Public Safety and Providing Exceptional City Services

Key Focus Areas:

- *Staff and Facilities*

- *Unhoused Population*
- *Flourishing Community*

Mayor Bourbeau recessed the meeting at 10:00 a.m.

Mayor Bourbeau reconvened the meeting with all present at 10:10 a.m

4. Discussion Topics

a. Entertainment Zone Update

Deputy Director of Economic & Community Development Loreli Cappel led the Council through a discussion on the process for establishment of an Entertainment Zone. The City Council discussed the pros and cons and requested staff monitor the implementation of Entertainment Zones in other jurisdictions for possible future discussion.

b. Noticing for Non-Development Items

The City Council discussed expanding notification for projects that impact land use of a property and directed staff to bring back an amendment to the Zoning Code at a future meeting.

c. Protocol for Issuance of Proclamations

The City Council discussed the issuance of Proclamations and there was Council consensus to continue with the current policy.

d. Consideration of Commercial Cannabis

The City Council discussed the potential for commercial cannabis opportunities in the City and directed staff to bring the issue back at a future meeting for further discussion and public input.

ADJOURNMENT:

Mayor Bourbeau adjourned the meeting at 12:54 p.m. to the next Regular Session on Tuesday, February 25, 2025.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

APPROVED:



CITY OF ATASCADERO CITY COUNCIL

MINUTES

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.

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

ROLL CALL:

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

Absent: None

Others Present: None

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

PRESENTATION:

1. Recognition of Outgoing Planning Commissioners

The City Council recognized outgoing Planning Commissioners Randy Hughes, Jeff van den Eikhoff and Dennis Schmidt. Mayor Bourbeau presented each outgoing commissioner with a blue diamond acrylic award to acknowledge their service.

A. CONSENT 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]

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: Dariz

1. **Approve Consent Calendar (#A4: Resolution No. 2025-003 and Contract No. 2023-025 (A1))**

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: Jerry Tanimoto, Edward Guzman, Pearl Castro, Austin Solheim

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].

Ex Parte: None

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

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk

SECOND BY: Dariz

1. **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].**

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

ABSENT (0):

Passed 5-0

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].

Ex Parte: None

Public Works Director Nick DeBar gave the presentation answered questions from the City Council.

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Austin Solheim

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Dariz

1. **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.**

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

ABSENT (0):

Passed 5-0

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]

Public Works Analyst Ryan Betz gave the presentation and answered questions from the City Council.

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Jeff Straw with RTA

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Dariz

- 1. Approve the Agreement for Consolidation of Atascadero Transit Services (Dial A Ride) into San Luis Obispo Regional Transit Authority (RTA). (Contract #2025-005)**

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

Passed 5-0

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]

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

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Rachelle Rickard

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Newsom
SECOND BY: Funk

- 1. 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.**

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

Passed 5-0

E. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:

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

Mayor Bourbeau

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

Mayor Pro Tem Dariz

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

Council Member Funk

1. Coffee with a Cop

Council Member Newsom

1. City of Atascadero Finance Committee (joint meeting with CSTOC)

Council Member Peek

1. City of Atascadero Finance Committee (joint meeting with CSTOC)

F. INDIVIDUAL DETERMINATION AND / OR ACTION: None

ADJOURNMENT

Mayor Bourbeau adjourned the meeting at 7:35 p.m.

MINUTES PREPARED BY:

Alyssa Slater
Deputy City Clerk

APPROVED:



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item A2

Department: Community Services & Promotions
Date: 3/11/25
Placement: Consent

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

RECOMMENDATION:

Council adopt on second reading, by title only, Draft Ordinance approving amendments to Atascadero Municipal Code (AMC) 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).

DISCUSSION:

At their February 25, 2025 meeting, the City Council introduced the Draft Ordinance for the Lodging Business Owner Nomination Process and Composition of the Board with a 5-0 vote.

Under AMC Section 3-16.07, Council makes appointments to the ATBID Advisory Board following a recommendation from the lodging business owners who comprise the ATBID. The ATBID Advisory Board has reviewed the process for selection of lodging business owners for recommendation to the Council as well as the voting process for this recommendation. The ATBID Board has requested the make-up of the Advisory Board be amended to reflect the weighted percentage paid into the ATBID assessment from lodging owners.

The Draft Ordinance amends the composition of the ATBID Board Members to include four (4) members representing lodging businesses in a commercial zone with 25 rooms or more and one (1) member representing Vacation Rental/Bed & Breakfast/Short Term Rental lodging businesses that are not considered hotels under the City's Zoning Code. This amendment also clarifies the voting process language where lodging businesses in a commercial zone with 25 rooms or more are eligible to vote for the four (4) Board Members representing lodging businesses in a

commercial zone with 25 rooms or more and lodging businesses representing Vacation Rental/Bed & Breakfast/Short Term Rental lodging businesses that are not considered hotels under the City's Zoning Code are eligible to vote for the one (10 Board Member representing Vacation Rental/Bed & Breakfast/Short Term Rental lodging businesses that are not considered hotels under the City's Zoning Code.

FISCAL IMPACT:

None.

REVIEWED BY OTHERS:

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

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Draft Ordinance

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 March 11, 2025.

CITY OF ATASCADERO:

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Dave Fleishman, City Attorney



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item B1

Department: Administrative Services
Date: 03/11/25
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER

FROM: JERI RANGEL, DIRECTOR OF ADMINISTRATIVE SERVICES

PREPARED BY: CINDY CHAVEZ, DEPUTY DIRECTOR OF ADMINISTRATIVE SERVICES

SUBJECT: Sales Tax Measure D-20 Annual Report

RECOMMENDATION:

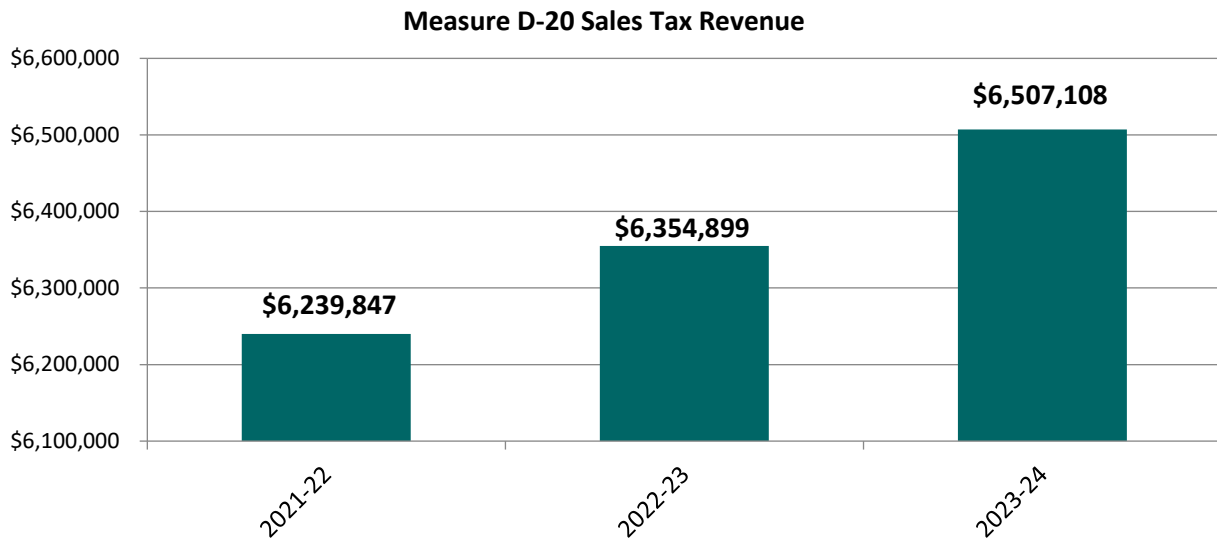
The Finance Committee and the Citizens' Sales Tax Oversight Committee recommends Council approve the Measure D-20 Annual Report.

DISCUSSION:

Sales Tax Measure D-20 is a General Fund "Essential Services Transaction and Use Tax" that increased the local sales tax rate in Atascadero by one percent to 8.75%. Atascadero voters passed Measure D-20 in November 2020 to generate revenue to fund many of the community's and Council's key priorities.

Because Measure D-20 is a general tax, related revenues and expenditures are included in the City's General Fund and the City's annual audited financial statements. Transparency and accountability were an important part of the passing of Measure D-20. As such, Council requested that the Finance Committee and the Citizen Sales Tax Oversight Committee (CSTOC) annually review a D-20 Report along with the City's annual audited Financial Statements at a publicized joint meeting. The joint meeting of CSTOC and the Finance Committee was held on February 13, 2025.

Fiscal year 2023-24 Measure D-20 revenue came in about \$6.5 million, or \$42,000 over the budgeted amount. This revenue total was \$150,000 higher than the prior fiscal year and has continued to grow. Following is a graph of the three recent full years of Measure D-20 revenue.



As per City Council discussion prior to the passage of Measure D-20, because individual expenditures would be difficult to track, subject to assumptions and interpretation, and somewhat meaningless without the review of all general fund expenses, the annual Measure D-20 report would focus on accomplishments and success of the programs/projects that were to be implemented with Measure D-20 funds. As part of the 2021-2023 and 2023-2025 Budget processes, key expenditures were identified that would help to successfully achieve the community's goals for the Measure.

Staffing and retention were among those top priorities for Measure D-20 revenues. Measure D-20 has been instrumental to the City's efforts to be more competitive with salaries. Due in large part to Measure D-20, all of the City's employee groups have agreed to three-year Memorandums of Understanding. Citywide staffing vacancies are low, recruitments are resulting in a higher number of quality applicants, and positions are being filled much more quickly than they were prior to Measure D-20. Because the City is now more competitive, employee attraction and retention are more successful, leading to better service to the community.

Focusing on Public Safety, Measure D-20 provided funding for much needed additional staffing. Four additional police officer positions and one additional public safety dispatcher position were included in the Police Department's budget. In the Fire Department, one Battalion Chief and one firefighter (SAFER) position were funded. Funding also included positions for the Outreach for Underrepresented Residents (OUR) team, which includes two police officers, a County behavioral health clinician, and an outreach case manager. This team is part of the Countywide Community Action Team and is dedicated to assisting the community's most vulnerable citizens. In 2024 alone, the team helped house 21 individuals, conserved 3 at-risk individuals, and responded to over 700 calls for service. By providing critical support and resources, the OUR Team enhances public safety, promotes community well-being, and ensures a cleaner, safer Atascadero for everyone. The Department has also been able to staff a Special Enforcement Team. This team focuses on acute criminal issues that require additional follow-up beyond what the patrol officers have time to investigate.

Measure D-20 revenues also funded additional replacement reserves for vehicles and equipment, replacement of the Police Department's 911 Dispatch System, and some reserves for building maintenance and replacement. Adding to the vehicle reserves helped to fund a new Type III wildland fire engine and six new Police Department vehicles.

The new wildland fire engine is shorter and smaller than the Type I structure fire engine. New state-of-the-art equipment allows firefighters to protect our community as well as our neighbors throughout the county and state. It is smaller than the structure fire engine, is four-wheel drive, and has enhanced maneuverability for going up steep driveways or narrow roads. It carries 500 gallons of water and can pump water while driving along the edge of a wildland fire. A new Type I structure fire engine has also been ordered and is expected to be placed in service in 2026. This state-of-the-art engine will provide more reliability and lower maintenance costs than the 20+ year-old engine it will replace.

The Police Department has acquired six new patrol vehicles. These vehicles improve response times, increase officer visibility, and ensure reliable transportation for emergency calls. Upgraded with modern safety features and advanced technology, they help police officers patrol efficiently and effectively. This investment strengthens public safety, allowing officers to better protect residents, deter crime, and respond swiftly to emergencies.

Camp cleanups and vegetation management continue to be other key focuses of Measure D-20 resources. During 2024, 48 tons of debris was removed from encampments, improving public spaces and the health of the community and its waterways.

A significant priority for Measure D-20 is the replacement of Fire Station #1. The City has long recognized that Fire Station #1, built in 1952, is outdated and insufficient for current and future needs.

Measure D-20 revenue is providing funds for a new 16,556 square foot Fire Station #1 and Emergency Operations Center at the same location as the existing station. It will have 3 apparatus bays, a separate workout room, upstairs living quarters, and a 900 square foot EOC complete with break-out rooms, audio/video capabilities, and storage for training and supplies.

Fire Station #2, built in 1986, and the Police Station, in use since 1990, are also outdated, undersized, and insufficient for current public safety building standards.

Fire Station #2 will increase in size by 850 square feet and will include all new living quarters, adding an additional bedroom, and creating a lobby and public restroom. All the safety items included at Fire Station #1 will also be addressed at Fire Station #2 including a decontamination room, and spaces for turnout cleaning, storage, and physical fitness separate from the engine bay and diesel exhaust.

The Police Station is being renovated to address modern policing standards and maximize operational efficiencies. Essential elements of the renovations include roof repair/rehabilitation, heating, ventilation, and air conditioning (HVAC) upgrades, parking area security upgrades,

refreshed interior finishes, restroom/locker room improvements, and upgraded and expanded detached 1,300 square foot public safety emergency dispatch building.

Staff proposes to fund the bulk of these public safety facilities projects with bond funding. The debt service payments for these bonds will be paid for with Measure D-20 revenues. The non-financed portion of this project will be primarily funded with Measure D-20 revenues that the City has been putting away in Building Maintenance Reserves specifically for this project.

Measure D-20 activity, along with activity of all of the other City funds, are included in the City's financial statements that were audited by the independent accounting firm of Moss, Levy & Hartzheim. Moss, Levy & Hartzheim performed a full audit of the financial statements and found that the City presented fairly and accurately the City's financial position, and that the reporting was in conformity with generally accepted accounting principles.

The City's fiscal year 2023-24 ended much better than expected. Expenditures came in at or under estimates in most funds and divisions. The audit report and related City Council staff report can be accessed by scanning the QR code below:



The Measure D-20 Report includes information on the Measure and focuses on key accomplishments surrounding Public Safety.

The Measure D-20 Annual Report is recommended to be distributed via U.S. Mail to all properties in the City. The brochure will also be made available at City Hall and on the City's website

FISCAL IMPACT:

Distribution of the 2024 Measure D-20 Annual Report is estimated to cost about \$5,000 in budgeted General Funds.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA

A handwritten signature in black ink, appearing to read 'James R. Lewis', positioned above a horizontal line.

James R. Lewis, City Manager

ATTACHMENT:

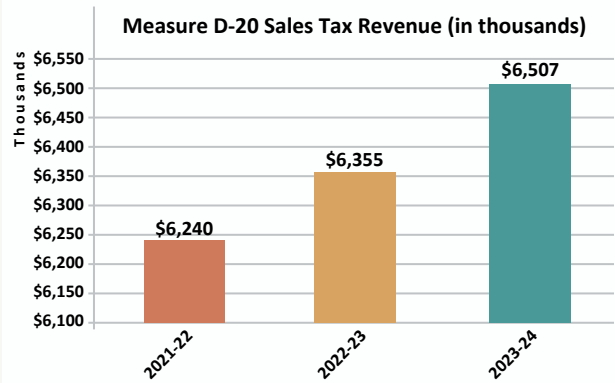
Sales Tax Measure D-20 Annual Report

WHAT IS MEASURE D-20?

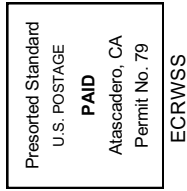
Sales Tax Measure D-20 is a General Fund “Essential Services Transactions and Use Tax” that increased the local sales tax rate in Atascadero one percent to 8.75%. Atascadero voters passed Measure D-20 in November 2020 to generate revenue to fund many of the community’s and Council’s key priorities.

The City is spending Measure D-20 funds responsibly to make our community safer. Your Measure D-20 tax dollars are paying for vital and long overdue investments in essential, safety-related tools, technology, resources and staffing.

Revenues



Revenue from Measure D-20 allows the City to fund many of the community’s and Council’s key priorities. Fiscal year 2023-24 Measure D-20 revenue came in about \$6.5 million, or \$42,000 over the budgeted amount. This revenue total was \$150,000 higher than the prior fiscal year and has continued to grow. The graph above shows the three recent full years of Measure D-20 revenue.



POSTAL CUSTOMER

City of Atascadero
6500 Palma Avenue
Atascadero CA 93422



City of Atascadero

Measure D-20



2024 ANNUAL REPORT

Powered by Community Support: Measure D-20

Public Safety Vehicle Upgrades

The Fire Department purchased a new Type III wildland fire engine. New state of the art equipment allows firefighters to protect our community as well as our neighbors throughout the county and state. It is smaller than the structure fire engine, is four-wheel drive, and has enhanced maneuverability for going up steep driveways or narrow roads. It carries 500 gallons of water and can pump water while driving along the edge of a wildland fire. A new Type I structure fire engine has also been ordered and is expected to be placed in service in 2026. This state of the art engine will provide more reliability and lower maintenance costs than the 20+ year-old engine it will replace.



New Fire Engine

The Police Department has purchased six new patrol vehicles. These vehicles improve response times, increase officer visibility, and ensure reliable transportation for emergency calls. Upgraded with modern safety features and advanced technology, they help police officers patrol efficiently and effectively. This investment strengthens public safety, allowing officers to better protect residents, deter crime, and respond swiftly to emergencies.



New Patrol Vehicles

Building a Safer Future

The City has long recognized that Fire Station #1, built in 1952, is outdated and insufficient for current and future needs. Measure D-20 revenue is providing funds for a new 16,556 square foot Fire Station #1 and Emergency Operations Center (EOC). It will have 3 apparatus bays, upstairs living quarters, and a 900 square foot EOC complete with break-out rooms, audio/video capabilities, and storage for training and supplies.

Fire Station #2, built in 1986, and the Police Station, in use since 1990, are also outdated, undersized, and insufficient for current public safety building standards.

Fire Station #2 will be increased by 850 square feet. It will include all new living quarters, an additional bedroom, a lobby, and a public restroom. All the safety items included at Fire Station #1 will also be addressed at Fire Station #2 including a decontamination room, and spaces for turnout cleaning, storage, and physical fitness separate from the engine bay and diesel exhaust.

The Police Station is being renovated to address modern policing standards and maximize operational efficiencies. Essential elements of the renovations include roof repair/rehabilitation, HVAC upgrades, parking area security upgrades, refreshed interior finishes, restroom/locker room improvements, and upgraded and expanded detached 1,300 sq ft public safety emergency dispatch building.

OUR Team

The Outreach for Underrepresented Residents (OUR) team includes two police officers, a County behavioral health clinician, and an outreach case manager. This team is part of the Countywide Community Action Team and is dedicated to assisting the community's most vulnerable citizens. In 2024 alone, the team helped house 21 individuals, conserved 3 at-risk individuals, and responded to over 700 calls for service. By providing critical support and resources, the OUR Team enhances public safety, promotes community well-being, and ensures a cleaner, safer Atascadero for everyone. The Department has also been able to staff a Special Enforcement Team. This team focuses on acute criminal issues that require additional follow-up beyond what the patrol officers have time to investigate.



More D-20 at Work

Much needed additional staffing has been added with 4 police officers, 1 public safety dispatcher, funding for OUR team, 1 Fire Battalion Chief, and 1 firefighter. Measure D-20 has been instrumental to the City's efforts to be more competitive with salaries. Citywide staffing vacancies are low, recruitments are resulting in a higher number of quality applicants, and positions are being filled much more quickly. Measure D-20 revenues also funded additional replacement reserves for vehicles and equipment, replacement of the Police Department's 911 Dispatch System, and some reserves for building maintenance and replacement.

**For more information visit
www.atascadero.org/D20**