



CITY OF ATASCADERO FINANCE COMMITTEE SPECIAL MEETING AGENDA

HOW TO OBSERVE AND PARTICIPATE IN THE MEETING:

To observe and/or participate in the Finance Committee Special Meeting, residents can attend the meeting and provide public comment in Room 106 in City Hall.

HOW TO SUBMIT PUBLIC COMMENT:

Individuals who wish to provide public comment may attend the meeting in Room 106 in City Hall. Individuals who wish to comment but not in-person may email public comments to cityclerk@atascadero.org. The comments will be forwarded to the Finance Committee, posted on the City's website, and made a part of the administrative record.

To ensure distribution to the Finance Committee prior to consideration of the agenda, the public is encouraged to submit comments no later than 12:00 p.m. the day of the meeting.

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.

Finance Committee 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 Finance Committee. The Minutes of this meeting will reflect these numbers. All documents submitted by the public during Finance Committee 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 FINANCE COMMITTEE Special Meeting

AGENDA

**Thursday, May 22, 2025
2:00 p.m.**

**Atascadero City Hall – Room 106
6500 Palma Avenue, Atascadero, California**

CALL TO ORDER:

ROLL CALL:	Chairperson:	Heather Newsom
	Vice-Chairperson:	Seth Peek
	Committee Member:	Jeri Rangel
	Committee Member:	Jim Lewis
	Committee Member:	Cindy Chavez

A. CONSENT CALENDAR:

1. **Finance Committee Special Meeting Draft Action Minutes – September 27, 2024**
 - Recommendation: Committee:
 1. Approve Draft Action Minutes of the September 27, 2024 Special Meeting of the Finance Committee [Administrative Services]

PUBLIC COMMENT: At this time members of the public may address the Committee regarding any items within the subject matter jurisdiction of the Committee whether or not the item appears on the agenda. Individual audience participation is limited to three minutes per speaker. Please state your name for the record before making your presentation. Following Public Comment, the floor will be closed to public participation and open for business.

- B. BUSINESS:** This portion of the agenda is for all matters where staff and public participation is anticipated. Individual audience participation is limited to three minutes per speaker. Please state your name for the record before making your presentation.

1. **2025-2027 Draft Operating and Capital Budget Review**

C. INDIVIDUAL DETERMINATIONS:

1. Chair
2. Vice Chair
3. Treasurer
4. City Staff

ADJOURN



**CITY OF ATASCADERO
FINANCE COMMITTEE
SPECIAL MEETING AGENDA**

DRAFT MINUTES

Friday, September 27, 2024

Atascadero City Hall – Room 106

6500 Palma Avenue, Atascadero, California

<u>Finance Committee Special Session:</u>	11:00 A.M.
--	-------------------

SPECIAL SESSION - CALL TO ORDER: 11:00 A.M.

Chairperson Charles Bourbeau called the meeting to order at 11:00 A.M.

ROLL CALL:

Present: Chairperson Charles Bourbeau
Vice Chairperson Heather Newsom
Committee Member Gere Sibbach
Committee Member Jim Lewis
Committee Member Jeri Rangel

Absent: None

Others Present: None

Staff Present: Deputy Administrative Services Director Cindy Chavez

A. CONSENT CALENDAR

1. Finance Committee Special Meeting Draft Action Minutes – May 25, 2023

- Recommendation: Committee approve the Draft Action Minutes of the May 25, 2023 Special Meeting of the Finance Committee. [City Clerk]

PUBLIC COMMENT:

Chairperson Bourbeau opened the Public Comment period.

The following citizens provided public comment: None.

Chairperson Bourbeau closed the Public Comment period.

MOTION BY: Newsom
SECOND BY: Sibbach

1. Approve Consent Calendar.

AYES (4): Boubeau, Newsom, Sibbach, Rangel
ABSTAIN (1): Lewis

Passed 4-0

B. BUSINESS:

1. Amendment of the Investment Policy

- Recommendation: Committee recommend Council adopt Draft Resolution amending the City of Atascadero Investment Policy. [Administrative Services Director]

Committee Member Rangel gave the presentation for this item and answered questions from the Committee.

PUBLIC COMMENT:

Chairperson Bourbeau opened the Public Comment period.

The following citizens provided public comment: None.

Chairperson Bourbeau closed the Public Comment period.

MOTION BY: Newsom
SECOND BY: Sibbach

1. **Recommend Council adopt the adopt Draft Resolution amending the City of Atascadero Investment Policy revising the language “Finance Review Committee” to “Finance Committee” in all the places it appears in the Investment Policy.**

AYES (5): Boubeau, Newsom, Sibbach, Lewis, Rangel

Passed 5-0

2. Amendment of the Purchasing Policy

- Recommendation: Committee recommend Council adopt Draft Resolution amending the City of Atascadero Purchasing Policy. [Administrative Services Director]

Committee Member Rangel gave the presentation for this item and answered questions from the Committee.

PUBLIC COMMENT:

Chairperson Bourbeau opened the Public Comment period.

The following citizens provided public comment: None.

Chairperson Bourbeau closed the Public Comment period.

MOTION BY: Newsom

SECOND BY: Lewis

1. **Recommend Council adopt Draft Resolution amending the City of Atascadero Purchasing Policy revising the language of the first paragraph in Purpose and Scope of Section VIII so that the redline in the first paragraph would read, “Travel on behalf of the City must benefit the City” and amending Section VIII of the Policy so that Kern County is excluded from “out-of-area-travel” in all areas where that is referenced.**

AYES (5): Boubeau, Newsom, Sibbach, Lewis, Rangel

Passed 5-0

3. Recommendation for Professional Independent Audit Services

- **Recommendation:** Committee affirm staff’s decision to execute Professional Independent Audit Services Contract with Moss, Levy & Hartzheim LLP for audit services for the fiscal years ended June 30, 2024, 2025, and 2026, with two optional one-year term extensions. [Administrative Services Director]

Committee Member Rangel gave the presentation for this item and answered questions from the Committee.

PUBLIC COMMENT:

Chairperson Bourbeau opened the Public Comment period.

The following citizens provided public comment: None.

Chairperson Bourbeau closed the Public Comment period.

MOTION BY: Sibbach

SECOND BY: Bourbeau

1. **Affirm staff’s decision to execute Professional Independent Audit Services Contract with Moss, Levy & Hartzheim LLP for audit services for the fiscal years ended June 30, 2024, 2025, and 2026, with two optional one-year term extensions.**

AYES (5): Bourbeau, Newsom, Sibbach, Lewis, Rangel

Passed 5-0

C. INDIVIDUAL DETERMINATIONS: None.

D. ADJOURNMENT

Chairperson Bourbeau adjourned the meeting at 12:59 P.M.

MINUTES PREPARED BY:

Cindy Chavez
Administrative Services Deputy Director

APPROVED: