



# CITY OF ATASCADERO CITY COUNCIL

## MINUTES

Tuesday, April 23, 2024

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

**City Council Regular Session:**

**6:00 P.M.**

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

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

### ROLL CALL:

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

Absent: None

Others Present: None

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

### A. CONSENT CALENDAR:

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

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

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

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

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

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

**4. Information Technology Division Staffing Adjustment**

- Fiscal Impact: None.
- Recommendation: Council:
  1. Authorize the City Manager to retitle the Network Analyst position to GIS/Business Analyst.
  2. Amend the fiscal year 2023-2024 monthly salary schedule to include the new position as follows:

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

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

**5. Contract Plan Check Services Budget Amendment**

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

***Mayor Moreno opened the Public Comment period.***

**PUBLIC COMMENT:**

The following persons spoke on this item: Geoff Auslen.

***Mayor Moreno closed the Public Comment period.***

**MOTION BY:** Bourbeau

**SECOND BY:** Dariz

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

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

***Passed 5-0***

**UPDATES FROM THE CITY MANAGER:**

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

**COMMUNITY FORUM:**

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

**B. PUBLIC HEARINGS: None.**

**C. MANAGEMENT REPORTS: None.**

**D. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:**

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

Mayor Moreno

2. County Mayors Round Table

Mayor Pro Tem Funk

2. Design Review Committee
3. Homeless Services Oversight Council

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

Mayor Pro Tem Funk and Council Member Dariz reported attending the League of California Cities City Leaders Summit in Sacramento from April 17-19, 2024.

**E. INDIVIDUAL DETERMINATION AND / OR ACTION:**

1. City Council

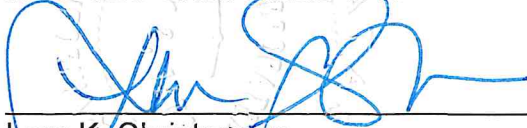
- a. Council Member Bourbeau noted that the Treasurer position remains elected and that the current Treasurer noted that he was supportive of putting a ballot measure on the November 2024 ballot to make the position appointed. Council Member Bourbeau noted that a ballot measure was placed on the 2016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

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

**F. ADJOURNMENT**

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

**MINUTES PREPARED BY:**



Lara K. Christensen  
Deputy City Manager / City Clerk

**APPROVED: May 14, 2024**