



CITY OF ATASCADERO CITY COUNCIL

AGENDA

Tuesday, August 13, 2019

**City Hall Council Chambers, 4th floor
6500 Palma Avenue, Atascadero, California
(Entrance on Lewis Ave.)**

City Council Regular Session:

6:00 P.M.

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

PLEDGE OF ALLEGIANCE: Council Member Newsom

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

APPROVAL OF AGENDA: Roll Call

Recommendation: Council:

1. Approve this agenda; and
2. Waive the reading in full of all ordinances appearing on this agenda, and the titles of the ordinances will be read aloud by the City Clerk at the first reading, after the motion and before the City Council votes.

PRESENTATIONS:

1. **Presentation of donations to Friends of the Zoo and Parents for Joy by the Kiwanis Club of Atascadero**

A. CONSENT CALENDAR: (All items on the consent calendar are considered to be routine and non-controversial by City staff and will be approved by one motion if no member of the Council or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the Consent Calendar)

and will be considered in the listed sequence with an opportunity for any member of the public to address the Council concerning the item before action is taken.)

1. City Council Draft Action Minutes – July 9, 2019, July 11, 2019 and July 26, 2019

- Recommendation: Council approve the July 9, 2019, July 11, 2019 and July 26, 2019 Draft City Council Meeting Minutes. [City Clerk]

2. June 2019 Accounts Payable and Payroll

- Fiscal Impact: \$1,441,492.67
- Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for June 2019. [Administrative Services]

3. June 2019 Investment Report

- Fiscal Impact: None
- Recommendation: Council receive and file the City Treasurer's report for quarter ending June 2019. [Administrative Services]

4. Designation of Voting Delegate - League of California Cities' Annual Conference

- Fiscal Impact: None.
- Recommendation: Council designate Council Member Funk as the voting delegate for the Annual Business Meeting of the League of California Cities' Annual Conference in October 2019, and direct the City Clerk to inform the League of the designation. [City Clerk]

5. Ordinance to Repeal and Replace Title 6 Chapter 6 "No-Smoking Areas Established in Certain Public Places" and Repeal Title 10, Chapter 1, Section 10-1.34 "Smoking and Tobacco Products"

- Fiscal Impact: None.
- Recommendation: Council adopt on second reading, by title only, Draft Ordinance repealing and replacing Title 6, Chapter 6 "No-Smoking areas established in certain public places" of the Atascadero Municipal Code and deleting in its entirety Title 10, Chapter 1, Section 10-1.34 "Smoking and tobacco products". [Police Department]

6. Establishment of Improvement Area No. 1 of Community Facilities District 2005-1 Second Reading

- Fiscal Impact: The project will consist of 42 new residential units, each with an annual levy of \$441.90 per unit, resulting in new annual revenue of approximately \$18,600. The levy is subject to annual adjustment based on the Rate and Method of Apportionment.
- Recommendation: Council adopt on second reading, by title only, Draft Ordinance, authorizing the levy of special taxes in Improvement Area No. 1 of CFD 2005-1. [Community Development]

7. Traffic Way Zone Change (ZCH19-0029) - Atascadero Temple Association

- Fiscal Impact: None.
- Recommendations: Council:
 1. Adopt on second reading, by title only, Draft Ordinance A approving a Zone Map Amendment to 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.

2. Adopt on second reading, by title only, Draft Ordinance B, approving Planned Development Overlay Zone No. 35 for 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings. [Community Development]

8. Resolution of the City Council to Authorize Application for SB 2 Planning Grants Program Funds

- Fiscal Impact: If awarded, this grant will have a positive fiscal impact, as it will reduce the fiscal burden on the General Fund for housing-related expenses.
- Recommendation: Council approve Draft Resolution authorizing an application for Senate Bill 2 Planning Grants Program Funds to the California Department of Housing and Community Development. [Community Development]

9. 2019 Measure F-14 Pavement Rehabilitation Construction Award

- Fiscal Impact: Up to \$2,800,000
- Recommendations: Council:
 1. Award a construction contract for \$2,072,826 to Souza Construction, Inc. for the 2019 Measure F-14 Pavement Rehabilitation Project (Project No. C2018R01).
 2. Authorize the City Manager to execute a construction contract with Souza Construction, Inc. for \$2,072,826 for the 2019 Measure F-14 Pavement Rehabilitation Project.
 3. Authorize the City Manager to execute a contract for Construction Management and Materials Testing Services for a total not to exceed \$150,000.
 4. Authorize the Director of Administrative Services to allocate an additional \$274,700 in Measure F-14 Fund balance to the 2019 Measure F-14 Pavement Rehabilitation Project.
 5. Authorize the Director of Public Works to file a Notice of Completion with the County Recorder upon satisfactory completion of the Project. [Public Works]

10. 2019 Storm Drain Culvert Replacements Construction Award

- Fiscal Impact: Up to \$385,000.00.
- Recommendations: Council:
 1. Reject the bid protest and waive bid variances, if any, in the bid by AAAA Engineering Contracting, Inc. as inconsequential.
 2. Award a construction contract for \$288,838 to AAAA Engineering Contracting, Inc. for the 2019 Storm Drain Culvert Replacements Project (Project No. C2017E01).
 3. Authorize the City Manager to execute a contract for \$288,838 with AAAA Engineering Contracting, Inc. for construction of the 2019 Storm Drain Culvert Replacements Project.
 4. Authorize the Director of Administrative Services to reallocate up to \$37,000 in Drainage Facilities Fees from the Storm Drain and Culvert Improvement Program in the event that total project costs exceed \$348,000 for the 2019 Storm Drain Culvert Replacements Project.
 5. Authorize the Director of Public Works to file a Notice of Completion with the County Recorder upon satisfactory completion of the project. [Public Works]

11. Delegating Authority to City Engineer

- Fiscal Impact: None.
- Recommendation: Council adopt Draft Resolution delegating authority to City Engineer to take the actions set forth in California Civil Code Section 9204, California Government Code Section 830.6 and California Public Contract Code Section 22039. [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. Confirming the Cost of Vegetative Growth and/or Refuse Abatement

- Ex-Parte Communications:
- Fiscal Impact: The City will receive \$42,624.78 from the 2019/2020 property tax rolls in weed abatement / refuse abatement assessments.
- Recommendation: Council adopt Draft Resolution, confirming the cost of vegetative growth (weeds) and/or refuse (rubbish) abatement. [Fire Department]

2. Emergency Shelter Overlay Zone Update ZCH19-0060 (El Camino Homeless Organization)

- Ex-Parte Communications:
- Fiscal Impact: None.
- Recommendations: Council:
 1. Introduce for first reading, by title only, Draft Ordinance A approving amendments to Atascadero Municipal Code Title 9 Chapter 3 Article 23 ES (Emergency Shelter) Overlay Zone text, based on findings, and
 2. Adopt Draft Resolution A approving a Conditional Use Permit for daytime programming at the existing shelter.
 3. Adopt Draft Resolution B approving the revised El Camino Homeless Organization (ECHO) Operations and Management Plan. [Community Development]

C. MANAGEMENT REPORTS:

1. Balboa Road Repairs for Emergency Access

- Fiscal Impact: Up to \$10,000 in Local Transportation Funds. In addition, a City work crew of three is expected to spend two days performing driving surface maintenance with City equipment.
- Recommendations: Council:
 1. Authorize culvert repairs and driving surface maintenance work on Balboa Road between Otero Road and Llano Road for emergency access.
 2. Authorize the Director of Administrative Services to appropriate \$10,000 in Local Transportation Funds for the culvert repairs and driving surface maintenance work on Balboa Road between Otero Road and Llano Road for emergency access
 3. Direct the Director of Public Works to install traffic signage to notify motorists that Balboa Road between Otero Road and Llano Road is an emergency access only and to deter its use during non-emergency evacuation conditions.
 4. Direct the Director of Public Works to evaluate the feasibility of accepting Balboa Road, between Otero Road and Llano Road into the City's Roadway System as an emergency evacuation route and bring back potential actions necessary for the acceptance of the road. [Public Works]

2. Contract for Animal Care and Control Services Fiscal Years 2019-2022

- Fiscal Impact: \$297,281 in budgeted General Funds for the first year.
- Recommendations: Council authorize the City Manager to execute a three-year contract with the County of San Luis Obispo for the continued provision of Animal Control Services from July 1, 2019 to June 30, 2022, in the amount of \$297,281 for the first year, with annual adjustments based on the service levels provided to the City for each year thereafter. [City Manager]

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

Mayor Moreno

1. City Selection Committee
2. County Mayors Round Table
3. Economic Vitality Corporation, Board of Directors (EVC)
4. SLO Council of Governments (SLOCOG)
5. SLO Regional Transit Authority (RTA)

Mayor Pro Tem Bourbeau

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

Council Member Fonzi

1. Air Pollution Control District
2. Atascadero Basin Ground Water Sustainability Agency (GSA)

3. City of Atascadero Design Review Committee
4. SLO Local Agency Formation Commission (LAFCo)

Council Member Funk

1. City of Atascadero Finance Committee
2. Homeless Services Oversight Council
3. League of California Cities – Council Liaison

Council Member Newsom

1. California Joint Powers Insurance Authority (CJPIA) Board
2. City / Schools Committee
3. City of Atascadero Design Review Committee
4. Visit SLO CAL Advisory Committee

- E. INDIVIDUAL DETERMINATION AND / OR ACTION:** (Council Members may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. The Council may take action on items listed on the Agenda.)

1. City Council
2. City Clerk
3. City Treasurer
4. City Attorney
5. City Manager

F. ADJOURN

Please note: Should anyone challenge any proposed development entitlement listed on this Agenda in court, that person may be limited to raising those issues addressed at the public hearing described in this notice, or in written correspondence delivered to the City Council at or prior to this public hearing. Correspondence submitted at this public hearing will be distributed to the Council and available for review in the City Clerk's office.

City of Atascadero

WELCOME TO THE ATASCADERO CITY COUNCIL MEETING

The City Council meets in regular session on the second and fourth Tuesday of each month at 6:00 p.m. Council meetings will be held at the City Hall Council Chambers, 6500 Palma Avenue, Atascadero. Matters are considered by the Council in the order of the printed Agenda. Regular Council meetings are televised live, audio recorded and videotaped for future playback. Charter Communication customers may view the meetings on Charter Cable Channel 20 or via the City's website at www.atascadero.org. Meetings are also broadcast on radio station KPRL AM 1230. Contact the City Clerk for more information at cityclerk@atascadero.org or (805) 470-3400.

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 during City Hall business hours at the Front Counter of City Hall, 6500 Palma Avenue, Atascadero, and 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 either read into the record or referred to in their statement will be noted in the minutes and available for review in the City Clerk's office.

In compliance with the Americans with Disabilities Act, **if you need special assistance to participate in a City meeting or other services offered by this City**, please contact the City Manager's Office or the City Clerk's Office, both at (805) 470-3400. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

TO SPEAK ON SUBJECTS NOT LISTED ON THE AGENDA

Under Agenda item, "COMMUNITY FORUM", the Mayor will call for anyone from the audience having business with the Council to approach the lectern and be recognized.

1. Give your name for the record (not required)
2. State the nature of your business.
3. All comments are limited to 3 minutes.
4. All comments should be made to the Mayor and Council.
5. No person shall be permitted to make slanderous, profane or negative personal remarks concerning any other individual, absent or present

This is the time items not on the Agenda may be brought to the Council's attention. A maximum of 30 minutes will be allowed for Community Forum (unless changed by the Council). If you wish to use a computer presentation to support your comments, you must notify the City Clerk's office at least 24 hours prior to the meeting. Digital presentations must be brought to the meeting on a USB drive or CD. You are required to submit to the City Clerk a printed copy of your presentation for the record. Please check in with the City Clerk before the meeting begins to announce your presence and turn in the printed copy.

TO SPEAK ON AGENDA ITEMS (from Title 2, Chapter 1 of the Atascadero Municipal Code)

Members of the audience may speak on any item on the agenda. The Mayor will identify the subject, staff will give their report, and the Council will ask questions of staff. The Mayor will announce when the public comment period is open and will request anyone interested to address the Council regarding the matter being considered to step up to the lectern. If you wish to speak for, against or comment in any way:

1. You must approach the lectern and be recognized by the Mayor
2. Give your name (not required)
3. Make your statement
4. All comments should be made to the Mayor and Council
5. No person shall be permitted to make slanderous, profane or negative personal remarks concerning any other individual, absent or present
6. All comments limited to 3 minutes

The Mayor will announce when the public comment period is closed, and thereafter, no further public comments will be heard by the Council.



CITY OF ATASCADERO CITY COUNCIL

DRAFT MINUTES

Tuesday, July 9, 2019

**City Hall Council Chambers, 4th floor
6500 Palma Avenue, Atascadero, California
(Entrance on Lewis Ave.)**

City Council Closed Session:

5:00 P.M.

City Council Regular Session:

6:00 P.M.

CITY COUNCIL CLOSED SESSION: 5:00 P.M.

Mayor Moreno announced at 5:00 p.m. that the Council was going into Closed Session.

- 1. CLOSED SESSION -- PUBLIC COMMENT - None**
- 2. COUNCIL LEAVES CHAMBERS TO BEGIN CLOSED SESSION**
- 3. CLOSED SESSION -- CALL TO ORDER**
 - a. Conference With Legal Counsel—Anticipated Litigation**
Significant exposure to litigation pursuant to Govt. Code
Section 54956.9(d)(2): 1 potential case
- 4. CLOSED SESSION -- ADJOURNMENT**
- 5. COUNCIL RETURNS TO CHAMBERS**
- 6. CLOSED SESSION – REPORT**

The City Attorney reported that there was no reportable action in Closed Session.

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 Bourbeau led the Pledge of Allegiance.

ROLL CALL:

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

Absent: None

Staff Present: City Manager Rachelle Rickard, Public Works Director Nick DeBar, Police Lieutenant Robert Molle, Community Development Director Phil Dunsmore, Fire Chief Casey Bryson, City Attorney Brian Pierik and Deputy City Manager/City Clerk Lara Christensen.

APPROVAL OF AGENDA:

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Newsom to:

1. Approve this agenda; and,
2. Waive the reading in full of all ordinances appearing on this agenda, and the titles of the ordinances will be read aloud by the City Clerk at the first reading, after the motion and before the City Council votes.

Motion passed 5:0 by a roll-call vote.

PRESENTATIONS:

1. Employee Recognition

City Manager Rickard presented the following employees with Service Awards:

- **5 Years:** Jon Woolery, Senior Technical Support Specialist
Bruce St. John, Building Inspector II
Amanda Muther, Administrative Assistant/Deputy City Clerk
Ayla Tomac, SST/Dispatcher
Sam Rodriguez, Police Corporal
- **15 Years:** Timm Cleaver, Wastewater Operator II

A. CONSENT CALENDAR:

1. City Council Draft Action Minutes – June 25, 2019

- **Recommendation:** Council approve the June 25, 2019 Draft City Council Meeting Minutes. [City Clerk]

2. Planned Development Amendment for the Principal Mixed-use Project Zone Change Second Reading

- **Fiscal Impact:** If the project is approved for processing, it should be required to be fiscally neutral so the added residential units fund their fair share of impacts to City police, fire, and parks services.

- Recommendation: Council adopt on second reading, by title only, Draft Ordinance approving Title 9 Zone Text Amendments to the Planned Development Overlay Zone No. 24 (PD-24) and changing the zoning of Lot 62 from RMF-10 to CR based on findings. [Community Development]

3. Authorizing Temporary Road Closures for Hot El Camino Cruise Nite and Colony Days Parade Route

- Fiscal Impact:
Hot El Camino Cruise Nite: No net fiscal impact.
Colony Days Parade Route: The Colony Days closure of the parade route is expected to take over 100 hours of budgeted staff time for road closure applications, set-up and manning the road closure.
- Recommendations: Council:
 1. Adopt Draft Resolution A authorizing temporary road closures and restrictions on August 16, 2019 for the Hot El Camino Cruise Nite.
 2. Adopt Draft Resolution B authorizing temporary road closures and restrictions on October 5, 2019 for Colony Days Parade Route. [Public Works]

4. Atascadero Transit Driver Services Contract Award

- Fiscal Impact: A combined contract total of \$396,546 for the initial 23-month contract term, with three optional one year extensions for \$222,874 in FY21/22, \$232,180 in FY22/23, and \$237,115 in FY23/24.
- Recommendation: Council authorize the City Manager to execute a contract with MV Transportation, Inc. to provide Atascadero Dial A Ride transit driver services for \$185,187 for partial FY19/20 and \$211,359 for FY20/21 for a combined total of \$396,546 for the initial 23-month contract term, with three optional one year extensions for \$222,874 in FY21/22, \$232,180 in FY22/23, and \$237,115 in FY23/24. [Public Works]

5. Rebid 2019 Storm Drain Culvert Replacements Project

- Fiscal Impact: Potential to receive a responsive low bid within the City's budget.
- Recommendations: Council:
 1. Reject all bids received on June 18, 2019 for 2019 Storm Drain Culvert Replacements Project.
 2. Direct staff to revise the bid package and resolicit bids for construction for the 2019 Storm Drain Culvert Replacements Project. [Public Works]

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Fonzi to approve the Consent Calendar. (#A-2: Ordinance No. 622) (#A-3: Resolution Nos. 2019-061 and 2019-062) (#A-4: Contract No. 2019-005)
Motion passed 5:0 by a roll-call vote.

UPDATES FROM THE CITY MANAGER:

City Manager Rachelle Rickard gave an update on projects and issues within the City.

COMMUNITY FORUM:

The following citizens spoke during Community Forum: Geoff Auslen

Mayor Moreno closed the COMMUNITY FORUM period.

B. PUBLIC HEARINGS:

1. Proposition 218 Majority Protest Process Relative to Proposed Increase to Wastewater (Sewer) Rates

- Ex-Parte Communications:
- Fiscal Impact: If approved, the new wastewater rates will result in an estimated \$350,000 in additional revenue from sewer service charges collected in FY19/20.
- Recommendations: Council:
 1. Conduct a public hearing to receive all written and verbal testimony regarding the proposed wastewater (sewer) rates and consider the results of protest proceedings in accordance with Proposition 218.
 2. Adopt one of the following resolutions certifying the protest results:
 - A. For a non-majority protest – Draft Resolution A certifying that the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed rate increase.

OR

- B. For a majority protest – Draft Resolution B certifying that the number of valid written protests were received from property owners representing a majority of the parcels subject to the proposed rate increase.
 3. If no majority protest exists, adopt Draft Resolution C approving proposed wastewater rates effective August 8, 2019. [Public Works]

Ex Parte Communications

The Council Members reported having no communications on this item.

Public Works Director DeBar gave the staff report and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: Curtis Black

Mayor Moreno closed the Public Comment period.

MOTION: By Council Member Funk and seconded by Mayor Pro Tem Bourbeau adopt Draft Resolution A certifying that the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed rate increase. (Resolution No. 2019-063)
Motion passed 5:0 by a roll-call vote.

MOTION: By Council Member Fonzi and seconded by Council Member Funk to adopt Draft Resolution C approving proposed wastewater rates effective August 8, 2019. (Resolution No. 2019-064)
Motion passed 5:0 by a roll-call vote.

2. Adopting Sewer Service Charges to be Added to the 2019-2020 Property Tax Rolls

- Ex-Parte Communications:
- Fiscal Impact: The City will collect either \$2,275,732 or \$1,945,082 in sewer service charges for FY19/20 depending on whether or not new sewer rates are adopted following the Proposition 218 Majority Protest Process.
- Recommendations: Council:
 1. Adopt Draft Resolution A approving sewer service charges to be added to the 2019-2020 property tax rolls if Proposition 218 majority protest is unsuccessful (new rates).

OR

2. Adopt Draft Resolution B approving sewer service charges to be added to the 2019-2020 property tax rolls if Proposition 218 majority protest is successful (old rates). [Public Works]

Ex Parte Communications

The Council Members reported having no communications on this item.

Public Works Director DeBar gave the staff report and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Newsom to adopt Draft Resolution A approving sewer service charges to be added to the 2019-2020 property tax rolls. (Resolution No. 2019-065)
Motion passed 5:0 by a roll-call vote.

3. Ordinance to Repeal and Replace Title 6 Chapter 6 “No-Smoking Areas Established in Certain Public Places” and Repeal Title 10, Chapter 1 Section 10-1.34 “Smoking and Tobacco Products”

- Ex-Parte Communications:
- Fiscal Impact: None.
- Recommendation: Council introduce, for first reading by title only, Draft Ordinance repealing and replacing Title 6, Chapter 6 “No-smoking areas established in certain public places” of the Atascadero Municipal Code and deleting in its entirety Title 10, Chapter 1, Section 10-1.34 “Smoking and tobacco products”. [Police Department]

Ex Parte Communications

Council Member Funk reported communicating through email with Wendi Lewis of ECHO. The remainder of the Council Members reported having no communications on this item.

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

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

MOTION: By Council Member Funk and seconded by Council Member Newsom to introduce, for first reading by title only, Draft Ordinance repealing and replacing Title 6, Chapter 6 “No-smoking areas established in certain public places” of the Atascadero Municipal Code and deleting in its entirety Title 10, Chapter 1, Section 10-1.34 “Smoking and tobacco products”.

Deputy City Manager/City Clerk Christensen read the title of the Ordinance:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, REPEALING AND REPLACING TITLE 6 CHAPTER 6 “NO-SMOKING AREAS ESTABLISHED IN CERTAIN PUBLIC PLACES” OF THE ATASCADERO MUNICIPAL CODE TO EXPAND THE SMOKE-FREE AREA AND PROHIBIT ALL PERSONS UNDER THE AGE OF 18 FROM POSSESSING TOBACCO AND REPEALING IN ITS ENTIRETY ATASCADERO MUNICIPAL CODE SECTION 10-1.34 “SMOKING AND TOBACCO PRODUCTS”

Motion passed 5:0 by a roll-call vote.

C. MANAGEMENT REPORTS:

1. **General Plan & Housing Element Annual Progress Report 2018 (CPP19-0045)**
 - Fiscal Impact: None.
 - Recommendation: Council receive and file the 2018 Annual General Plan Progress Report. [Community Development]

Community Development Director Dunsmore gave the staff report and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

**The Council received and filed the
2018 Annual General Plan Progress Report.**

D. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:

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

Mayor Moreno

1. County Mayors Round Table
2. Economic Vitality Corporation, Board of Directors (EVC)
3. SLO Regional Transit Authority (RTA)

Mayor Pro Tem Bourbeau

1. Integrated Waste Management Authority (IWMA)
 - a. Council Member Bourbeau noted that the IWMA will discuss Polystrene at the meeting this month.

Council Member Newsom

1. City of Atascadero Design Review Committee

Mayor Moreno recessed the meeting at 7:32 p.m.

Mayor Moreno reconvened the meeting at 7:42 p.m. with all present.

E. INDIVIDUAL DETERMINATION AND / OR ACTION: (Council Members may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. The Council may take action on items listed on the Agenda.)

1. City Council
 - a) Mayor Moreno will discuss and request Council direction whether or not to agendaize participation in Monterey Bay Community Power's Community Choice Aggregation Program for the August 13, 2019 Council Meeting.

Mayor Moreno summarized the brief discussion that occurred at the June 25, 2019 Meeting.

Tom Habashi of Monterey Bay Community Power answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: Emmett Aris, Dan Cook, Davenport, Geoff Auslen, Nadia Levine, Sadie Levine, Heather Howell, Janice Petko, John Smigelski, Ron Walters, Rita Casaverde, Rylan Aris and June Cochran.

Mayor Moreno closed the Public Comment period.

Following discussion by the Council, the item will not be agendaized for the August 13, 2019 Meeting.

F. ADJOURN

Mayor Moreno adjourned the meeting at 8:45 p.m.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

APPROVED:

SPECIAL MEETING AGENDA

Atascadero City Council

DRAFT MINUTES

Thursday, July 11, 2019

**Atascadero City Hall Council Chambers, 4th Floor
6500 Palma Avenue, Atascadero, California
(Enter from Lewis Avenue)**

City Council Special Meeting:

6:00 P.M.

**City Council / Planning Commission
Special Joint Meeting – ECR Plan:**

**During Recess of the City
Council Special Meeting**

CALL TO ORDER:

Mayor Moreno called the meeting to order at 6:03 p.m. and Planning Commissioner Chair Zirk led the Pledge of Allegiance.

ROLL CALL:

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

Absent: None

Staff Present: City Manager Rachelle Rickard, Public Works Director Nick DeBar, Police Lieutenant Robert Molle, Fire Chief Casey Bryson, Community Development Director Phil Dunsmore, Deputy City Manager/City Clerk Lara Christensen, and Senior Planner Kelly Gleason

DISCUSSION:

1. Establishment of Improvement Area No. 1 of Community Facilities District No. 2005-1

- Fiscal Impact: None.
- Recommendation: Council continue the item to a date certain to hold a public hearing related to the establishment of Improvement Area No. 1 to Community Facilities District No. 2005-1 (CFD No. 2005-1 IA 1), the extent of CFD No. 2005-1 IA 1, the financing of certain types of services by CFD No. 2005-1 IA 1 and all other related matters.

Community Development Director Dunsmore briefed the Council on this item.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

MOTION: By Mayor Pro Tem Bourbeau and seconded by Council Member Funk to continue the item to July 26, 2019 at 3:00 p.m. to hold a public hearing related to the establishment of Improvement Area No. 1 to Community Facilities District No. 2005-1 (CFD No. 2005-1 IA 1), the extent of CFD No. 2005-1 IA 1, the financing of certain types of services by CFD No. 2005-1 IA 1 and all other related matters.

Motion passed 5:0 by a roll-call vote.

RECESS: Mayor Moreno recessed the meeting at 6:05 p.m. for the City Council / Planning Commission Joint Special Meeting on the El Camino Real Plan

RECONVENE: Mayor Moreno reconvened the City Council at 9:17 p.m.

Council Member Funk noted that Planning Commissioner Beraud has submitted her resignation effective August 6, 2019, and she will be appointing Tori Keen.

ADJOURNMENT:

Mayor Moreno adjourned the meeting at 9:18 p.m. to the July 26, 2019 Special Meeting of the City Council.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

SPECIAL JOINT MEETING

Atascadero City Council

Atascadero Planning Commission

Thursday, July 11, 2019
6:00 P.M.

Atascadero City Hall Council Chambers, 4th Floor
6500 Palma Avenue, Atascadero, California
(Enter from Lewis Avenue)

DRAFT MINUTES

CALL TO ORDER:

Mayor Moreno called the meeting to order at 6:05 p.m.

ROLL CALL:

Present: Council Members Fonzi, Funk, Newsom, Mayor Pro Tem Bourbeau and Mayor Moreno; and Planning Commissioners Anderson, Beraud, Shaw, van den Eikhof, Wolff, Vice Chair Dariz and Chair Zirk

Absent: None

Staff Present: City Manager Rachelle Rickard, Public Works Director Nick DeBar, Police Lieutenant Robert Molle, Fire Chief Casey Bryson, Community Development Director Phil Dunsmore, Deputy City Manager/City Clerk Lara Christensen, and Senior Planner Kelly Gleason

DISCUSSION:

1. **Council Update: The El Camino Plan Corridor Study – The El Camino Plan (Caltrans Sustainable Transportation Planning Grant)**

Council and Planning Commission review and provide input regarding selected opportunity sites and conceptual land use sketches, which will be further developed as part of the El Camino Plan.

Community Development Director Dunsmore presented a brief history of the El Camino Corridor Plan and noted the purpose of the meeting is to review the study and receive comment on the opportunity sites and conceptual land use sketches.

Karen Gulley and Steve Gunnells, PlaceWorks, presented the study and answered questions of Council and the Commission.

Mayor Moreno recessed the meeting at 8:25 p.m.

Mayor Moreno reconvened the meeting at 8:38 p.m. with all present.

PUBLIC COMMENT:

The following citizens spoke during Public Comment: Mike Zappas, Josh Cross and Richard Shannon

Mayor Moreno closed the PUBLIC COMMENT period.

ADJOURNMENT:

Mayor Moreno adjourned the meeting at 9:16 p.m. to the Special Meeting of the City Council, in session and the Planning Commission to its Regular Session on August 6, 2019.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

SPECIAL MEETING AGENDA

Atascadero City Council

DRAFT MINUTES

Friday, July 26, 2019

Atascadero City Hall Council Chambers, 4th Floor
6500 Palma Avenue, Atascadero, California
(Entrance on Lewis Ave.)

City Council Special Meeting:

3:00 P.M.

CALL TO ORDER:

Mayor Moreno called the meeting to order at 3:00 p.m. and led the Pledge of Allegiance.

ROLL CALL:

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

Absent: None

Staff Present: Police Chief Jerel Haley, Administrative Services Director Jeri Rangel, Community Development Director Phil Dunsmore, Deputy City Manager/City Clerk Lara Christensen, and Senior Planner Kelly Gleason

PUBLIC HEARINGS:

1. Establishment of Improvement Area No. 1 of Community Facilities District 2005-1

- Ex-Parte Communications:
- Fiscal Impact: None.
- Recommendations: Council:

1. Conduct the public hearing for the proposed establishment of Improvement Area No. 1 to Community Facilities District 2005-1 (CFD 2005-1).

2. Adopt Draft Resolution A, forming and establishing Improvement Area 1 within CFD 2005-1, authorizing the levy of a special tax and submitting the levy of a special tax to qualified electors.
3. Direct the City Clerk to conduct a landowner vote and collect and count the ballots.

Council to recess until ballots are counted

4. Adopt Draft Resolution B, declaring the results of a special landowner election, determining the validity of prior proceedings and directing the recording of an amendment to the notice of special tax lien.
5. Introduce for first reading, by title only, Draft Ordinance, authorizing the levy of special taxes in Improvement Area No. 1 of CFD 2005-1. [Community Development]

Ex Parte Communications

The Council Members reported having no communications on this item.

Community Development Director Dunsmore briefed the Council on this item.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

Mayor Moreno closed the Public Comment period.

MOTION: By Council Member Fonzi and seconded by Mayor Pro Tem Bourbeau to:

1. Adopt Draft Resolution A, forming and establishing Improvement Area 1 within CFD 2005-1, authorizing the levy of a special tax and submitting the levy of a special tax to qualified electors.
2. Direct the City Clerk to conduct a landowner vote and collect and count the ballots.

Motion passed 5:0 by a roll-call vote. (Resolution No. 2019-066)

Deputy City Manager/City Clerk Christensen announced that two votes (one ballot) were received and were all in favor.

MOTION: By Council Member Funk and seconded by Council Member Newsom to:

1. Adopt Draft Resolution B, declaring the results of a special landowner election, determining the validity of prior proceedings and directing the recording of an amendment to the notice of special tax lien.
2. Introduce for first reading, by title only, Draft Ordinance, authorizing the levy of special taxes in Improvement Area No. 1 of CFD 2005-1.

Deputy City Manager/City Clerk Christensen read the title of the Ordinance:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF IMPROVEMENT AREA NO. 1 OF COMMUNITY FACILITIES DISTRICT NO. 2005-1 IA 1 (PUBLIC SERVICES) OF THE CITY OF ATASCADERO, AUTHORIZING THE LEVY OF A SPECIAL TAX WITHIN SUCH COMMUNITY FACILITIES DISTRICT

Motion passed 5:0 by a roll-call vote. (Resolution No. 2019-067)

2. Traffic Way Zone Change (ZCH19-0029) - Atascadero Temple Association

- Ex-Parte Communications:
- Fiscal Impact: None.
- Recommendations: Council:
 1. Introduce for first reading, by title only, Draft Ordinance A approving a zone map amendment to 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.
 2. Introduce for first reading, by title only, Draft Ordinance B, approving Planned Development Overlay Zone No. 35 for 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.[Community Development]

Ex Parte Communications

Council Member Funk reported speaking with Karen McNamara. The other Council Members reported having no communications on this item.

Community Development Director Dunsmore gave the report and answered questions from the Council.

PUBLIC COMMENT:

The following citizens spoke on this item: Kelsey Sullivan.

Mayor Moreno closed the Public Comment period.

- MOTION:** By Council Member Funk and seconded by Council Member Fonzi to:
1. Introduce for first reading, by title only, Draft Ordinance A approving a zone map amendment to 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.
 2. Introduce for first reading, by title only, Draft Ordinance B, approving Planned Development Overlay Zone No. 35 for 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.

Deputy City Manager/City Clerk Christensen read the title of the Ordinances:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO,
CALIFORNIA, AMENDING THE ATASCADERO MUNICIPAL CODE TITLE 9,
CHAPTER 3, ARTICLE 28 (PD (PLANNED DEVELOPMENT) OVERLAY ZONE),
ESTABLISHING PLANNED DEVELOPMENT OVERLAY ZONE NO. 35 AND
DETERMINING THIS ORDINANCE IS EXEMPT FROM REVIEW UNDER
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**TRAFFIC WAY ZONING MAP AMENDMENTS
ATASCADERO TEMPLE ASSOCIATION
(ZCH19-0029)**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO,
CALIFORNIA, AMENDING THE OFFICIAL ZONING DISTRICT DESIGNATION FOR
PARCELS 1-4 OF AT02-278 TO CHANGE THE ZONING DESIGNATION FROM
RECREATION (L) TO PUBLIC (P) WITH A PLANNED DEVELOPMENT
OVERLAY ZONE NO. 35 ZONING DESIGNATION**

**TRAFFIC WAY ZONING MAP AMENDMENTS
ATASCADERO TEMPLE ASSOCIATION
(ZCH19-0029)**

Motion passed 5:0 by a roll-call vote.

ADJOURNMENT:

Mayor Moreno adjourned the meeting at 3:25 p.m. to the next Regular Meeting of the City Council.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk



Atascadero City Council

Staff Report - Administrative Services Department

June 2019 Accounts Payable and Payroll

RECOMMENDATION:

Council approve certified City accounts payable, payroll and payroll vendor checks for June 2019.

DISCUSSION:

Attached for City Council review and approval are the following:

Payroll

| | | |
|---------------|------------------------|--------------|
| Dated 6/13/19 | Checks # 34433 - 34464 | \$ 22,883.47 |
| | Direct Deposits | 278,911.10 |
| Dated 6/27/19 | Checks # 34465 - 34490 | 18,897.87 |
| | Direct Deposits | 275,336.55 |

Accounts Payable

| | | |
|------------------------|--|------------------------|
| Dated 6/1/19 - 6/30/19 | Checks # 160639 - 160900 & EFTs 3336 - 3362 | 845,463.68 |
| | TOTAL AMOUNT | \$ 1,441,492.67 |

FISCAL IMPACT:

Total expenditures for all funds is \$ 1,441,492.67

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

ATTACHMENT:

June 2019 Eden Warrant Register in the amount of \$ 845,463.68

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|---------------------------------|------------------------|-----------|
| 3336 | 06/04/2019 | RABOBANK, N.A. | Payroll Vendor Payment | 47,381.20 |
| 3337 | 06/04/2019 | EMPLOYMENT DEV DEPARTMENT | Payroll Vendor Payment | 13,741.46 |
| 3338 | 06/04/2019 | EMPLOYMENT DEV. DEPARTMENT | Payroll Vendor Payment | 2,126.64 |
| 160639 | 06/07/2019 | AGP VIDEO, INC. | Accounts Payable Check | 2,350.00 |
| 160640 | 06/07/2019 | AIRFLOW FILTER SERVICE, INC. | Accounts Payable Check | 221.99 |
| 160641 | 06/07/2019 | AIR-RITE REFRIGERATION | Accounts Payable Check | 70.00 |
| 160642 | 06/07/2019 | ALL SIGNS AND GRAPHICS | Accounts Payable Check | 474.10 |
| 160643 | 06/07/2019 | ALL TECH WELDING | Accounts Payable Check | 4,021.50 |
| 160644 | 06/07/2019 | ALLSTAR FIRE EQUIPMENT, INC. | Accounts Payable Check | 2,757.53 |
| 160645 | 06/07/2019 | AMERICAN WEST TIRE & AUTO INC | Accounts Payable Check | 756.05 |
| 160646 | 06/07/2019 | AT&T | Accounts Payable Check | 20.58 |
| 160647 | 06/07/2019 | AT&T | Accounts Payable Check | 763.16 |
| 160649 | 06/07/2019 | ATASCADERO MUTUAL WATER CO. | Accounts Payable Check | 19,176.40 |
| 160650 | 06/07/2019 | ATASCADERO PICKLEBALL CLUB, INC | Accounts Payable Check | 99.00 |
| 160651 | 06/07/2019 | KEITH R. BERGHER | Accounts Payable Check | 296.25 |
| 160652 | 06/07/2019 | BIG RED MARKETING, INC. | Accounts Payable Check | 4,750.00 |
| 160653 | 06/07/2019 | JUSTIN BLACK | Accounts Payable Check | 115.26 |
| 160654 | 06/07/2019 | BREAKING THE CHAIN CONSULTING | Accounts Payable Check | 8,145.39 |
| 160655 | 06/07/2019 | BREZDEN PEST CONTROL, INC. | Accounts Payable Check | 99.00 |
| 160656 | 06/07/2019 | BURKE, WILLIAMS, & SORENSON LLP | Accounts Payable Check | 23,013.78 |
| 160657 | 06/07/2019 | CA CODE CHECK, INC. | Accounts Payable Check | 5,317.37 |
| 160658 | 06/07/2019 | CA STATE SHERIFFS' ASSC. | Accounts Payable Check | 13.49 |
| 160659 | 06/07/2019 | CARQUEST OF ATASCADERO | Accounts Payable Check | 214.10 |
| 160660 | 06/07/2019 | CCI OFFICE TECHNOLOGIES | Accounts Payable Check | 236.69 |
| 160661 | 06/07/2019 | CERTIFIED FOLDER DISPLAY SVC | Accounts Payable Check | 350.00 |
| 160662 | 06/07/2019 | CHARTER COMMUNICATIONS | Accounts Payable Check | 4,172.08 |
| 160663 | 06/07/2019 | COAST ELECTRONICS | Accounts Payable Check | 938.50 |
| 160664 | 06/07/2019 | COASTAL REPROGRAPHIC SERVICES | Accounts Payable Check | 58.19 |
| 160665 | 06/07/2019 | COLOR CRAFT PRINTING | Accounts Payable Check | 116.46 |
| 160666 | 06/07/2019 | MIGUEL A. CORDERO | Accounts Payable Check | 75.00 |
| 160667 | 06/07/2019 | COUNTY OF SAN LUIS OBISPO | Accounts Payable Check | 624.00 |
| 160668 | 06/07/2019 | CREWSENSE, LLC | Accounts Payable Check | 89.47 |
| 160669 | 06/07/2019 | CRYSTAL SPRINGS WATER | Accounts Payable Check | 73.00 |
| 160670 | 06/07/2019 | CUESTA POLYGRAPH | Accounts Payable Check | 4,718.96 |
| 160671 | 06/07/2019 | GREG C. CUNNINGHAM | Accounts Payable Check | 100.00 |
| 160672 | 06/07/2019 | SHARON J. DAVIS | Accounts Payable Check | 91.00 |
| 160673 | 06/07/2019 | NICHOLAS DEBAR | Accounts Payable Check | 300.00 |
| 160674 | 06/07/2019 | DEPARTMENT OF TRANSPORTATION | Accounts Payable Check | 3,432.14 |
| 160675 | 06/07/2019 | DESTINATION TRAVEL NETWORK | Accounts Payable Check | 190.00 |
| 160676 | 06/07/2019 | PHILIP DUNSMORE | Accounts Payable Check | 300.00 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|------------------------------|------------------------|-----------|
| 160677 | 06/07/2019 | FARM SUPPLY COMPANY | Accounts Payable Check | 147.94 |
| 160678 | 06/07/2019 | FRANCHISE TAX BOARD | Accounts Payable Check | 346.50 |
| 160679 | 06/07/2019 | FRANCHISE TAX BOARD | Accounts Payable Check | 100.75 |
| 160680 | 06/07/2019 | GAS COMPANY | Accounts Payable Check | 657.13 |
| 160681 | 06/07/2019 | BRADLEY A. HACKLEMAN | Accounts Payable Check | 198.00 |
| 160682 | 06/07/2019 | HAMNER, JEWELL & ASSOCIATES | Accounts Payable Check | 3,693.95 |
| 160683 | 06/07/2019 | HANLEY AND FLEISHMAN, LLP | Accounts Payable Check | 1,332.00 |
| 160684 | 06/07/2019 | HART IMPRESSIONS PRINTING | Accounts Payable Check | 529.93 |
| 160685 | 06/07/2019 | HELIXSTORM, INC. | Accounts Payable Check | 686.74 |
| 160686 | 06/07/2019 | EVELYN R. INGRAM | Accounts Payable Check | 520.60 |
| 160687 | 06/07/2019 | IRON MOUNTAIN RECORDS MGMNT | Accounts Payable Check | 99.61 |
| 160688 | 06/07/2019 | JK'S UNLIMITED | Accounts Payable Check | 2,987.58 |
| 160689 | 06/07/2019 | JOE A. GONSALVES & SON | Accounts Payable Check | 3,000.00 |
| 160690 | 06/07/2019 | K PENCE CONSULTING | Accounts Payable Check | 492.00 |
| 160691 | 06/07/2019 | DENISE R. KNEESKERN | Accounts Payable Check | 138.00 |
| 160692 | 06/07/2019 | LENOVO (UNITED STATES) INC. | Accounts Payable Check | 700.38 |
| 160693 | 06/07/2019 | LIFE ASSIST, INC. | Accounts Payable Check | 1,326.56 |
| 160694 | 06/07/2019 | ANNETTE MANIER | Accounts Payable Check | 19.72 |
| 160695 | 06/07/2019 | CRAIG MARTINEAU | Accounts Payable Check | 18.26 |
| 160696 | 06/07/2019 | SAMUEL HENRY MCMILLAN, JR. | Accounts Payable Check | 50.00 |
| 160697 | 06/07/2019 | SAMUEL H. MCMILLAN, SR. | Accounts Payable Check | 75.00 |
| 160698 | 06/07/2019 | THOMAS G. MCTYGUE | Accounts Payable Check | 75.00 |
| 160699 | 06/07/2019 | MID-COAST GEOTECHNICAL, INC. | Accounts Payable Check | 420.00 |
| 160700 | 06/07/2019 | MID-COAST MOWER & SAW, INC. | Accounts Payable Check | 3.23 |
| 160701 | 06/07/2019 | MINER'S ACE HARDWARE | Accounts Payable Check | 419.06 |
| 160702 | 06/07/2019 | MISSION UNIFORM SERVICE | Accounts Payable Check | 237.92 |
| 160703 | 06/07/2019 | MICHAL S. MOSES | Accounts Payable Check | 904.96 |
| 160704 | 06/07/2019 | MV TRANSPORTATION, INC. | Accounts Payable Check | 13,257.56 |
| 160705 | 06/07/2019 | NCI AFFILIATES, INC | Accounts Payable Check | 371.25 |
| 160706 | 06/07/2019 | OFFICE DEPOT INC. | Accounts Payable Check | 328.78 |
| 160707 | 06/07/2019 | ONTRAC | Accounts Payable Check | 22.98 |
| 160708 | 06/07/2019 | TARA ORLICK | Accounts Payable Check | 53.36 |
| 160710 | 06/07/2019 | PACIFIC GAS AND ELECTRIC | Accounts Payable Check | 22,279.14 |
| 160711 | 06/07/2019 | CHARLES D PALADIN WAYNE | Accounts Payable Check | 302.24 |
| 160712 | 06/07/2019 | MARTIN E. PARIS | Accounts Payable Check | 150.00 |
| 160713 | 06/07/2019 | PARKINK | Accounts Payable Check | 634.83 |
| 160714 | 06/07/2019 | RICARDO PAZ | Accounts Payable Check | 75.00 |
| 160715 | 06/07/2019 | PERRY'S PARCEL & GIFT | Accounts Payable Check | 152.00 |
| 160716 | 06/07/2019 | TOM PETERSON | Accounts Payable Check | 438.60 |
| 160717 | 06/07/2019 | PLACEWORKS, INC. | Accounts Payable Check | 5,410.00 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
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For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|---------------------------------|------------------------|-----------|
| 160718 | 06/07/2019 | PRAXAIR DISTRIBUTION, INC. | Accounts Payable Check | 49.45 |
| 160719 | 06/07/2019 | PRI MANAGEMENT GROUP | Accounts Payable Check | 195.00 |
| 160720 | 06/07/2019 | PROCARE JANITORIAL SUPPLY, INC. | Accounts Payable Check | 307.00 |
| 160721 | 06/07/2019 | PROSOUND BUSINESS MEDIA, INC. | Accounts Payable Check | 99.00 |
| 160722 | 06/07/2019 | QUINCY ENGINEERING, INC. | Accounts Payable Check | 17,949.05 |
| 160723 | 06/07/2019 | QUINN RENTAL SERVICES | Accounts Payable Check | 3,094.09 |
| 160724 | 06/07/2019 | SHIRLEY L. RADCLIFF-BRUTON | Accounts Payable Check | 500.40 |
| 160725 | 06/07/2019 | RAINSCAPE, A LANDSCAPE SVC CO. | Accounts Payable Check | 12,172.57 |
| 160726 | 06/07/2019 | RAMINHA CONSTRUCTION, INC. | Accounts Payable Check | 36,698.72 |
| 160727 | 06/07/2019 | JERI RANGEL | Accounts Payable Check | 300.00 |
| 160728 | 06/07/2019 | RACHELLE RICKARD | Accounts Payable Check | 500.00 |
| 160729 | 06/07/2019 | THE SHERWIN-WILLIAMS COMPANY | Accounts Payable Check | 20.76 |
| 160730 | 06/07/2019 | SHORE-TEK, INC. | Accounts Payable Check | 436.03 |
| 160731 | 06/07/2019 | JOHN C. SIEMENS | Accounts Payable Check | 248.33 |
| 160732 | 06/07/2019 | SLO MOW | Accounts Payable Check | 3,650.00 |
| 160733 | 06/07/2019 | SPEAKWRITE, LLC. | Accounts Payable Check | 777.11 |
| 160734 | 06/07/2019 | SPECIALIZED EQUIPMENT REPAIR | Accounts Payable Check | 1,837.84 |
| 160735 | 06/07/2019 | STANLEY CONVERGENT SECURITY | Accounts Payable Check | 333.84 |
| 160736 | 06/07/2019 | STATEWIDE TRAFFIC SAFETY&SIGNS | Accounts Payable Check | 963.29 |
| 160737 | 06/07/2019 | MICHAEL STORNETTA | Accounts Payable Check | 65.00 |
| 160738 | 06/07/2019 | SUNLIGHT JANITORIAL, INC. | Accounts Payable Check | 1,700.00 |
| 160739 | 06/07/2019 | SUNSET SERVICE CENTER | Accounts Payable Check | 131.27 |
| 160740 | 06/07/2019 | CHRISTOPHER DANIEL THOMAS | Accounts Payable Check | 50.00 |
| 160741 | 06/07/2019 | TRIBUNE | Accounts Payable Check | 4,178.00 |
| 160742 | 06/07/2019 | TRIMOTION MEDIA | Accounts Payable Check | 350.00 |
| 160743 | 06/07/2019 | ULTREX BUSINESS PRODUCTS | Accounts Payable Check | 215.94 |
| 160744 | 06/07/2019 | IWINA M. VAN BEEK | Accounts Payable Check | 69.00 |
| 160745 | 06/07/2019 | VERIZON WIRELESS | Accounts Payable Check | 2,136.11 |
| 160746 | 06/07/2019 | VILLAGE ORIGINALS, INC. | Accounts Payable Check | 174.45 |
| 160747 | 06/07/2019 | VINO VICE, INC. | Accounts Payable Check | 240.00 |
| 160748 | 06/07/2019 | VISIT SLO CAL | Accounts Payable Check | 94.24 |
| 160749 | 06/07/2019 | VISITOR TELEVISION LLC | Accounts Payable Check | 1,280.00 |
| 160750 | 06/07/2019 | TED E. WATERHOUSE | Accounts Payable Check | 300.00 |
| 160751 | 06/07/2019 | WCJ PROPERTY SERVICES | Accounts Payable Check | 1,039.50 |
| 160752 | 06/07/2019 | WEST COAST AUTO & TOWING, INC. | Accounts Payable Check | 305.00 |
| 160753 | 06/07/2019 | WEX BANK - 76 UNIVERSL | Accounts Payable Check | 11,890.30 |
| 160754 | 06/07/2019 | WEX BANK - WEX FLEET UNIVERSAL | Accounts Payable Check | 8,510.88 |
| 160755 | 06/07/2019 | WILKINS ACTION GRAPHICS | Accounts Payable Check | 1,365.43 |
| 160756 | 06/07/2019 | ANNE G. WILSON | Accounts Payable Check | 517.50 |
| 160757 | 06/07/2019 | KAREN B. WYKE | Accounts Payable Check | 671.40 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|--|------------------------|-----------|
| 3339 | 06/13/2019 | ANTHEM BLUE CROSS HSA | Payroll Vendor Payment | 8,194.61 |
| 160758 | 06/13/2019 | ATASCADERO MID MGRS ORG UNION | Payroll Vendor Payment | 80.00 |
| 160759 | 06/13/2019 | ATASCADERO POLICE OFFICERS | Payroll Vendor Payment | 1,209.75 |
| 160760 | 06/13/2019 | ATASCADERO PROF. FIREFIGHTERS | Payroll Vendor Payment | 1,248.90 |
| 160761 | 06/13/2019 | MASS MUTUAL WORKPLACE SOLUTION | Payroll Vendor Payment | 6,210.50 |
| 160762 | 06/13/2019 | NATIONWIDE RETIREMENT SOLUTION | Payroll Vendor Payment | 805.69 |
| 160763 | 06/13/2019 | NAVIA BENEFIT SOLUTIONS | Payroll Vendor Payment | 1,730.18 |
| 160764 | 06/13/2019 | SEIU LOCAL 620 | Payroll Vendor Payment | 808.67 |
| 160765 | 06/13/2019 | VANTAGEPOINT TRNSFR AGT 106099 | Payroll Vendor Payment | 349.12 |
| 160766 | 06/13/2019 | VANTAGEPOINT TRNSFR AGT 304633 | Payroll Vendor Payment | 4,468.14 |
| 160767 | 06/13/2019 | VANTAGEPOINT TRNSFR AGT 706276 | Payroll Vendor Payment | 85.00 |
| 3340 | 06/14/2019 | STATE DISBURSEMENT UNIT | Payroll Vendor Payment | 209.54 |
| 3341 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 21,546.83 |
| 3342 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 33,839.34 |
| 3343 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 1,471.29 |
| 3344 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 1,784.06 |
| 3345 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 2,651.08 |
| 3346 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 3,936.05 |
| 3347 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 6,031.20 |
| 3348 | 06/14/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 10,530.62 |
| 3349 | 06/18/2019 | RABOBANK, N.A. | Payroll Vendor Payment | 51,532.82 |
| 3350 | 06/18/2019 | EMPLOYMENT DEV DEPARTMENT | Payroll Vendor Payment | 15,189.04 |
| 3351 | 06/18/2019 | EMPLOYMENT DEV. DEPARTMENT | Payroll Vendor Payment | 2,093.36 |
| 160768 | 06/21/2019 | 29TONIGHT, INC. | Accounts Payable Check | 161.18 |
| 160769 | 06/21/2019 | A & T ARBORISTS & VEGETATION | Accounts Payable Check | 1,000.00 |
| 160770 | 06/21/2019 | A SUPERIOR CRANE, LLC | Accounts Payable Check | 1,000.00 |
| 160771 | 06/21/2019 | ALLSTAR FIRE EQUIPMENT, INC. | Accounts Payable Check | 387.90 |
| 160772 | 06/21/2019 | ALHOUSE & MEADE, INC. | Accounts Payable Check | 655.00 |
| 160773 | 06/21/2019 | AMERICAN WEST TIRE & AUTO INC | Accounts Payable Check | 301.84 |
| 160774 | 06/21/2019 | ANTECH DIAGNOSTICS | Accounts Payable Check | 432.58 |
| 160775 | 06/21/2019 | A-STITCH EMBROIDERY | Accounts Payable Check | 392.21 |
| 160777 | 06/21/2019 | AT&T | Accounts Payable Check | 1,016.75 |
| 160778 | 06/21/2019 | AT&T | Accounts Payable Check | 100.10 |
| 160779 | 06/21/2019 | ATASCADERO GIRLS SOFTBALL | Accounts Payable Check | 250.00 |
| 160780 | 06/21/2019 | ATASCADERO HAY & FEED | Accounts Payable Check | 434.15 |
| 160781 | 06/21/2019 | ATASCADERO NEWS | Accounts Payable Check | 697.20 |
| 160782 | 06/21/2019 | ATASCADERO YOUTH FOOTBALL | Accounts Payable Check | 1,456.50 |
| 160783 | 06/21/2019 | ATASCADERO YOUTH SOCCER ASSC | Accounts Payable Check | 1,878.00 |
| 160784 | 06/21/2019 | AURORA WORLD, INC. | Accounts Payable Check | 1,205.16 |
| 160785 | 06/21/2019 | BASSETT'S CRICKET RANCH, INC. | Accounts Payable Check | 1,422.49 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|--------------------------------|------------------------|-----------|
| 160786 | 06/21/2019 | BERRY MAN, INC. | Accounts Payable Check | 2,094.85 |
| 160787 | 06/21/2019 | CA CODE CHECK, INC. | Accounts Payable Check | 2,906.25 |
| 160788 | 06/21/2019 | CARQUEST OF ATASCADERO | Accounts Payable Check | 29.87 |
| 160789 | 06/21/2019 | CED CONSOLIDATED ELECTRICAL | Accounts Payable Check | 861.98 |
| 160790 | 06/21/2019 | CHARTER COMMUNICATIONS | Accounts Payable Check | 1,933.95 |
| 160791 | 06/21/2019 | CITY OF ATASCADERO | Accounts Payable Check | 343.00 |
| 160792 | 06/21/2019 | COAST ELECTRONICS | Accounts Payable Check | 7,498.11 |
| 160793 | 06/21/2019 | COAST LINE DISTRIBUTING | Accounts Payable Check | 331.54 |
| 160794 | 06/21/2019 | COASTAL COPY, INC. | Accounts Payable Check | 192.68 |
| 160795 | 06/21/2019 | COASTLINE EQUIPMENT | Accounts Payable Check | 205.96 |
| 160796 | 06/21/2019 | MIGUEL A. CORDERO | Accounts Payable Check | 200.00 |
| 160797 | 06/21/2019 | CREWSENSE, LLC | Accounts Payable Check | 99.99 |
| 160798 | 06/21/2019 | CRYSTAL CLEAN A-1 WINDOW SVCS | Accounts Payable Check | 4,400.00 |
| 160799 | 06/21/2019 | CRYSTAL SPRINGS WATER | Accounts Payable Check | 308.60 |
| 160800 | 06/21/2019 | CULLIGAN/CENTRAL COAST WTR TRT | Accounts Payable Check | 70.00 |
| 160801 | 06/21/2019 | GREG C. CUNNINGHAM | Accounts Payable Check | 275.00 |
| 160802 | 06/21/2019 | DAN BIDDLE PEST CONTROL SERVIC | Accounts Payable Check | 135.00 |
| 160803 | 06/21/2019 | DON DANIELS | Accounts Payable Check | 489.00 |
| 160804 | 06/21/2019 | DELTA LIQUID ENERGY | Accounts Payable Check | 6.11 |
| 160805 | 06/21/2019 | DEPARTMENT OF JUSTICE | Accounts Payable Check | 490.00 |
| 160806 | 06/21/2019 | EL CAMINO VETERINARY HOSP | Accounts Payable Check | 1,580.60 |
| 160807 | 06/21/2019 | ELIMNOLOGY, INC. | Accounts Payable Check | 5,467.00 |
| 160808 | 06/21/2019 | ENTENMANN-ROVIN CO. | Accounts Payable Check | 1,769.93 |
| 160809 | 06/21/2019 | ESCUELA DEL RIO | Accounts Payable Check | 1,520.00 |
| 160810 | 06/21/2019 | FARM SUPPLY COMPANY | Accounts Payable Check | 29.97 |
| 160811 | 06/21/2019 | FASTENAL COMPANY | Accounts Payable Check | 404.74 |
| 160812 | 06/21/2019 | FERRELL'S AUTO REPAIR | Accounts Payable Check | 41.70 |
| 160813 | 06/21/2019 | FGL ENVIRONMENTAL | Accounts Payable Check | 72.00 |
| 160814 | 06/21/2019 | FIRST AMERICAN TITLE CO | Accounts Payable Check | 900.00 |
| 160815 | 06/21/2019 | GALLS, LLC | Accounts Payable Check | 176.88 |
| 160816 | 06/21/2019 | GAS COMPANY | Accounts Payable Check | 256.02 |
| 160817 | 06/21/2019 | GLOBAL EYEWEAR | Accounts Payable Check | 213.44 |
| 160818 | 06/21/2019 | HANSEN BRO'S CUSTOM FARMING | Accounts Payable Check | 18,175.24 |
| 160819 | 06/21/2019 | HELIXSTORM, INC. | Accounts Payable Check | 156.25 |
| 160820 | 06/21/2019 | HINDERLITER, DE LLAMAS | Accounts Payable Check | 1,718.34 |
| 160821 | 06/21/2019 | HOLLISTER GENERAL ENGINEERING | Accounts Payable Check | 9,555.00 |
| 160822 | 06/21/2019 | HOME DEPOT CREDIT SERVICES | Accounts Payable Check | 3,482.40 |
| 160823 | 06/21/2019 | TRINA HORZEN | Accounts Payable Check | 200.00 |
| 160824 | 06/21/2019 | IRON MOUNTAIN RECORDS MGMNT | Accounts Payable Check | 35.07 |
| 160825 | 06/21/2019 | J. CARROLL CORPORATION | Accounts Payable Check | 3,165.74 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|---------------------------------|------------------------|-----------|
| 160826 | 06/21/2019 | JK2 APPAREL | Accounts Payable Check | 310.26 |
| 160827 | 06/21/2019 | K & M INTERNATIONAL | Accounts Payable Check | 2,754.03 |
| 160828 | 06/21/2019 | JOCELYN KATZAKIAN | Accounts Payable Check | 84.05 |
| 160829 | 06/21/2019 | KENNEDY ATHLETIC CLUB OF ATASC | Accounts Payable Check | 507.50 |
| 160830 | 06/21/2019 | KIDZ LOVE SOCCER | Accounts Payable Check | 5,389.84 |
| 160831 | 06/21/2019 | DENISE R. KNEESKERN | Accounts Payable Check | 115.00 |
| 160832 | 06/21/2019 | L.N. CURTIS & SONS | Accounts Payable Check | 15.09 |
| 160833 | 06/21/2019 | LANTERN PRESS | Accounts Payable Check | 866.75 |
| 160834 | 06/21/2019 | LAYNE LABORATORIES, INC. | Accounts Payable Check | 323.25 |
| 160835 | 06/21/2019 | LIFE ASSIST, INC. | Accounts Payable Check | 1,569.87 |
| 160836 | 06/21/2019 | WENDY LIWEN FU | Accounts Payable Check | 89.00 |
| 160837 | 06/21/2019 | LOYOLA UNIVERSITY OF CHICAGO | Accounts Payable Check | 40.00 |
| 160838 | 06/21/2019 | MADRONE LANDSCAPES, INC. | Accounts Payable Check | 401.00 |
| 160839 | 06/21/2019 | BECKY MAXWELL | Accounts Payable Check | 51.97 |
| 160840 | 06/21/2019 | SAMUEL HENRY MCMILLAN, JR. | Accounts Payable Check | 125.00 |
| 160841 | 06/21/2019 | SAMUEL H. MCMILLAN, SR. | Accounts Payable Check | 100.00 |
| 160842 | 06/21/2019 | THOMAS G. MCTYGUE | Accounts Payable Check | 150.00 |
| 160843 | 06/21/2019 | MICHAEL K. NUNLEY & ASSC, INC. | Accounts Payable Check | 621.00 |
| 160844 | 06/21/2019 | MID-COAST MOWER & SAW, INC. | Accounts Payable Check | 5.10 |
| 160845 | 06/21/2019 | MINER'S ACE HARDWARE | Accounts Payable Check | 512.90 |
| 160846 | 06/21/2019 | MISSION UNIFORM SERVICE | Accounts Payable Check | 291.31 |
| 160847 | 06/21/2019 | MR. ELLIE POOH, LLC | Accounts Payable Check | 335.01 |
| 160848 | 06/21/2019 | MWI ANIMAL HEALTH | Accounts Payable Check | 102.52 |
| 160849 | 06/21/2019 | NASSAU-SOSNICK DISTRIBUTION CO | Accounts Payable Check | 257.48 |
| 160850 | 06/21/2019 | NCI AFFILIATES, INC | Accounts Payable Check | 348.75 |
| 160851 | 06/21/2019 | OFFICE DEPOT INC. | Accounts Payable Check | 912.68 |
| 160852 | 06/21/2019 | O'REILLY AUTOMOTIVE, INC. | Accounts Payable Check | 41.94 |
| 160853 | 06/21/2019 | PACIFIC CNTRL COAST HLTH CTRS | Accounts Payable Check | 600.00 |
| 160854 | 06/21/2019 | PACIFIC GAS AND ELECTRIC | Accounts Payable Check | 32,097.52 |
| 160855 | 06/21/2019 | PAVEMENT ENGINEERING, INC. | Accounts Payable Check | 22,993.75 |
| 160856 | 06/21/2019 | RICARDO PAZ | Accounts Payable Check | 175.00 |
| 160857 | 06/21/2019 | ANGEL PECOT KAIN | Accounts Payable Check | 65.00 |
| 160858 | 06/21/2019 | PETTY CASH-FIRE DEPARTMENT | Accounts Payable Check | 41.12 |
| 160859 | 06/21/2019 | PHILLIPS INTERNATIONAL, INC. | Accounts Payable Check | 753.60 |
| 160860 | 06/21/2019 | PROCARE JANITORIAL SUPPLY, INC. | Accounts Payable Check | 1,039.40 |
| 160861 | 06/21/2019 | RAINBOW MEALWORMS, INC. | Accounts Payable Check | 109.53 |
| 160862 | 06/21/2019 | BILL RAINWATER | Accounts Payable Check | 193.94 |
| 160863 | 06/21/2019 | RECOGNITION WORKS | Accounts Payable Check | 6.47 |
| 160864 | 06/21/2019 | RICK ENGINEERING COMPANY | Accounts Payable Check | 280.00 |
| 160865 | 06/21/2019 | ROLSON MUSIC & SOUND | Accounts Payable Check | 1,000.00 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|--------------|------------|--|------------------------|-----------|
| 160866 | 06/21/2019 | SAN LUIS POWERHOUSE, INC. | Accounts Payable Check | 1,953.74 |
| 160867 | 06/21/2019 | SCOTT O'BRIEN FIRE & SAFETY CO | Accounts Payable Check | 111.66 |
| 160868 | 06/21/2019 | SCOTT SIMONS | Accounts Payable Check | 177.76 |
| 160869 | 06/21/2019 | SLO COUNTY SHERIFF'S OFFICE | Accounts Payable Check | 5,472.90 |
| 160870 | 06/21/2019 | SMART AND FINAL | Accounts Payable Check | 207.79 |
| 160871 | 06/21/2019 | GERALD C. TABERDO | Accounts Payable Check | 75.00 |
| 160872 | 06/21/2019 | TEMPLETON UNIFORMS, LLC | Accounts Payable Check | 251.83 |
| 160877 | 06/21/2019 | U.S. BANK | Accounts Payable Check | 31,596.20 |
| 160878 | 06/21/2019 | ULTREX LEASING | Accounts Payable Check | 260.76 |
| 160879 | 06/21/2019 | UNIVAR USA, INC. | Accounts Payable Check | 6,592.51 |
| 160880 | 06/21/2019 | IWINA M. VAN BEEK | Accounts Payable Check | 69.00 |
| 160881 | 06/21/2019 | SABRINA T. VAN BEEK | Accounts Payable Check | 184.00 |
| 160882 | 06/21/2019 | VERDIN | Accounts Payable Check | 2,668.90 |
| 160883 | 06/21/2019 | VERIZON WIRELESS | Accounts Payable Check | 568.92 |
| 160884 | 06/21/2019 | VINO VICE, INC. | Accounts Payable Check | 565.00 |
| 160885 | 06/21/2019 | VISIT SLO CAL | Accounts Payable Check | 1,550.49 |
| 160886 | 06/21/2019 | WALLACE GROUP | Accounts Payable Check | 19,387.00 |
| 160887 | 06/21/2019 | WARM FUZZY TOYS | Accounts Payable Check | 325.52 |
| 160888 | 06/21/2019 | BRANDON J. WELLS | Accounts Payable Check | 100.00 |
| 160889 | 06/21/2019 | WILKINS ACTION GRAPHICS | Accounts Payable Check | 214.99 |
| 160890 | 06/21/2019 | ZOO MED LABORATORIES, INC. | Accounts Payable Check | 499.01 |
| 3352 | 06/26/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 213.15 |
| 3353 | 06/27/2019 | ANTHEM BLUE CROSS HSA | Payroll Vendor Payment | 7,779.61 |
| 160891 | 06/27/2019 | ATASCADERO MID MGRS ORG UNION | Payroll Vendor Payment | 80.00 |
| 160892 | 06/27/2019 | ATASCADERO POLICE OFFICERS | Payroll Vendor Payment | 1,267.75 |
| 160893 | 06/27/2019 | ATASCADERO PROF. FIREFIGHTERS | Payroll Vendor Payment | 1,193.90 |
| 160894 | 06/27/2019 | MASS MUTUAL WORKPLACE SOLUTION | Payroll Vendor Payment | 6,175.50 |
| 160895 | 06/27/2019 | NATIONWIDE RETIREMENT SOLUTION | Payroll Vendor Payment | 1,263.51 |
| 160896 | 06/27/2019 | NAVIA BENEFIT SOLUTIONS | Payroll Vendor Payment | 1,730.18 |
| 160897 | 06/27/2019 | SEIU LOCAL 620 | Payroll Vendor Payment | 810.12 |
| 160898 | 06/27/2019 | VANTAGEPOINT TRNSFR AGT 106099 | Payroll Vendor Payment | 349.12 |
| 160899 | 06/27/2019 | VANTAGEPOINT TRNSFR AGT 304633 | Payroll Vendor Payment | 4,471.06 |
| 160900 | 06/27/2019 | VANTAGEPOINT TRNSFR AGT 706276 | Payroll Vendor Payment | 85.00 |
| 3354 | 06/28/2019 | STATE DISBURSEMENT UNIT | Payroll Vendor Payment | 209.54 |
| 3355 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 21,633.43 |
| 3356 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 32,528.81 |
| 3357 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 1,459.67 |
| 3358 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 1,515.91 |
| 3359 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 2,651.08 |
| 3360 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 4,091.00 |

City of Atascadero
Disbursement Listing

ITEM NUMBER: A-2
DATE: 08/13/19
ATTACHMENT: 1

For the Month of June 2019

| Check Number | Check Date | Vendor | Description | Amount |
|-------------------------|-----------------------|--|------------------------|---------------|
| 3361 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 5,746.07 |
| 3362 | 06/28/2019 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | Payroll Vendor Payment | 11,247.80 |
| | | | | <hr/> |
| | | | | \$ 845,463.68 |
| | | | | <hr/> |



Atascadero City Council

June 2019

Staff Report - City Treasurer

June 2019 Investment Report

RECOMMENDATION:

Council receive and file the City Treasurer's report for quarter ending June 30, 2019.

REPORT IN BRIEF:

Cash and Investments

| | | |
|---------------------------------------|--------------|----------------------|
| Checking | \$ 1,127,808 | |
| Zoo Credit Card Deposit Account | 24,793 | |
| Money Market Accounts | 45,491 | |
| Certificates of Deposit | 10,406,776 | |
| Government Securities | 16,058,000 | |
| Supranational Securities | 2,495,029 | |
| LAIF | 18,963,489 | |
| Cash with Fiscal Agents | 2,276,357 | |
| Cash in Banks at June 30, 2019 | | \$ 51,397,743 |
| Deposits in Transit | | 268,950 |
| Outstanding Checks | | (225,912) |
| Cash and Investments at June 30, 2019 | | <u>\$ 51,440,781</u> |

Investment Activity

Securities Purchased:

| Purchase Date | Description | Type | Cost | Maturity Date |
|---------------|--|---------------------------|------------|---------------|
| 05/01/19 | Mainstreet Bank Fairfax, VA | Certificate of Deposit | \$ 245,000 | 04/26/24 |
| 05/06/19 | Old Missouri Bank Springfield, MO | Certificate of Deposit | 100,000 | 05/08/23 |
| 05/13/19 | Federal Farm Credit Bank CUSIP #3133EKLBO | Government Security | 499,845 | 05/13/24 |
| 05/16/19 | Enterprise Bank Allison Park, PA | Certificate of Deposit | 245,000 | 05/16/24 |
| 05/23/19 | CIT Bank Salt Lake City, UT | Certificate of Deposit | 106,167 | 06/04/24 |
| 05/23/19 | Marlin Business Bank Salt Lake City, UT | Certificate of Deposit | 200,680 | 11/09/22 |
| 06/26/19 | Commerce Bank Geneva, MN | Certificate of Deposit | 245,000 | 06/26/24 |

Investment Activity (continued)

Securities Matured:

| <u>Maturity Date</u> | <u>Description</u> | <u>Type</u> | <u>Original Cost</u> | <u>Amount Matured</u> |
|----------------------|--------------------------------------|---------------------------|----------------------|-----------------------|
| 04/08/19 | Venture Bank Bloomington, MN | Certificate of Deposit | \$ 245,000 | 245,000 |
| 05/14/19 | CIT Bank Salt Lake City, UT | Certificate of Deposit | 245,000 | 245,000 |
| 05/21/19 | Minnwest Bank Sioux Falls, SD | Certificate of Deposit | 245,000 | 245,000 |
| 05/30/19 | Bar Harbor Bar Harbor, ME | Certificate of Deposit | 245,000 | 245,000 |
| 06/18/19 | Community One Bank New York, NY | Certificate of Deposit | 245,000 | 245,000 |
| 06/27/19 | Synchrony Bank Salt Lake City, UT | Certificate of Deposit | 245,000 | 245,000 |

Securities Called Prior to Maturity:

| <u>Transaction / Tran Date</u> | <u>Description / Type</u> | <u>Original Cost / Maturity</u> | <u>Sale Price</u> | <u>Gain / (Loss) on Sale</u> |
|------------------------------------|---|-------------------------------------|-------------------|----------------------------------|
| None | Federal Home Loan Mtge Corp CUSIP #3134GB3K6 | \$ 429,745 | \$ 432,000 | \$ 2,255 |

Other Reportable Activities:

None

CITY OF ATASCADERO
TREASURER'S REPORT
CASH & INVESTMENTS ACTIVITY SUMMARY
for the quarter ending June 30, 2019

| | <u>CHECKING ACCOUNTS</u> | <u>INVESTMENTS</u> | <u>FISCAL AGENT</u> | <u>TOTALS</u> |
|--|------------------------------|----------------------|-------------------------|-----------------------------|
| Balance per Banks at April 1, 2019 | \$ 1,503,650 | \$ 43,438,958 | \$ 2,625,641 | \$ 47,568,249 |
| Receipts | 9,822,769 | 236,457 | 13,672 | 10,072,898 |
| Recognition of Premiums & Discounts | | (2,330) | - | (2,330) |
| Disbursements | (5,878,118) | - | (362,956) | (6,241,074) |
| Transfers In | 4,005,992 | 8,301,692 | - | 12,307,684 |
| Transfers Out | <u>(8,301,692)</u> | <u>(4,005,992)</u> | <u>-</u> | <u>(12,307,684)</u> |
| Balance per Banks at June 30, 2019 | <u>\$ 1,152,601</u> | <u>\$ 47,968,785</u> | <u>\$ 2,276,357</u> | 51,397,743 |
| Deposits in Transit | | | | 268,950 |
| Outstanding Checks | | | | <u>(225,912)</u> |
| Adjusted Treasurer's Balance | | | | <u><u>\$ 51,440,781</u></u> |

CITY OF ATASCADERO
INVESTMENT REPORT
June 30, 2019

| MATURITY DATE | DESCRIPTION (ISSUER) | PURCHASE DATE | INVESTMENT TYPE | INVESTMENT RATING | STATED % RATE | YIELD | FACE VALUE | PREMIUM/ (DISCOUNT) | COST OF INVESTMENT | MARKET VALUE | UNREALIZED GAIN / (LOSS) |
|-------------------------------------|---|--------------------------|----------------------------|------------------------------|--------------------------|--------------|-----------------------|--------------------------------|-------------------------------|-------------------------|-------------------------------------|
| <i>Funds Managed by City</i> | | | | | | | | | | | |
| n/a | Local Agency Invest. Fund (LAIF) | n/a | State Investment Fund | n/a | n/a | 2.43% | \$ 18,963,489 | n/a | \$ 18,963,489 | \$ 18,995,951 | \$ 32,462 |
| n/a | Broker Money Market | n/a | Money Fund | n/a | n/a | Vary | 45,491 | n/a | 45,491 | 45,491 | - |
| 07/24/19 | American Express Salt Lake City, UT | 07/24/14 | Certificate of Deposit | n/a | 2.00% | 2.00% | 245,000 | n/a | 245,000 | 244,951 | (49) |
| 07/25/19 | NCB FSB Hillsboro, OH | 07/25/14 | Certificate of Deposit | n/a | 1.80% | 1.80% | 245,000 | n/a | 245,000 | 244,912 | (88) |
| 08/13/19 | NBT Bank Norwich, NY | 08/13/14 | Certificate of Deposit | n/a | 2.00% | 2.00% | 245,000 | n/a | 245,000 | 244,907 | (93) |
| 08/20/19 | Webster Bank Waterbury, CT | 08/20/14 | Certificate of Deposit | n/a | 1.90% | 1.90% | 245,000 | n/a | 245,000 | 244,887 | (113) |
| 09/24/19 | Capital One Bank Glen Allen, VA | 09/24/14 | Certificate of Deposit | n/a | 2.05% | 2.05% | 245,000 | n/a | 245,000 | 244,858 | (142) |
| 11/20/19 | Frontier Bank Omaha, NE | 11/20/15 | Certificate of Deposit | n/a | 1.50% | 1.50% | 245,000 | n/a | 245,000 | 244,846 | (154) |
| 12/16/19 | Federal Farm Credit Bank CUSIP #31331SJR5 | 02/26/16 | Government Security | Aaa | 4.95% | 1.12% | 165,000 | 2,892 | 167,892 | 167,237 | (655) |
| 01/21/20 | Washington Trust Westerly, RI | 11/20/15 | Certificate of Deposit | n/a | 1.50% | 1.50% | 245,000 | n/a | 245,000 | 244,816 | (184) |
| 03/13/20 | Federal Home Loan Mtge Corp CUSIP #3134G35V8 | 09/18/15 | Government Security | Aaa | 1.65% | 1.65% | 1,000,000 | 24 | 1,000,024 | 996,270 | (3,754) |
| 04/30/20 | Federal National Mortgage Assn CUSIP #3136G0W23 | 11/20/15 | Government Security | Aaa | 1.50% | 1.66% | 695,000 | (918) | 694,082 | 691,761 | (2,321) |
| 05/15/20 | Bridgewater Bank Bloomington, MN | 11/17/15 | Certificate of Deposit | n/a | 1.45% | 1.45% | 245,000 | n/a | 245,000 | 243,444 | (1,556) |
| 05/22/20 | Federal Home Loan Mtge Corp CUSIP #3134G44G0 | 02/26/16 | Government Security | Aaa | 1.50% | 1.12% | 350,000 | 941 | 350,941 | 348,236 | (2,705) |
| 06/22/20 | Federal National Mortgage Assn CUSIP #3135G0D75 | 11/05/15 | Government Security | Aaa | 1.50% | 1.61% | 1,000,000 | (811) | 999,189 | 994,900 | (4,289) |

CITY OF ATASCADERO
INVESTMENT REPORT
June 30, 2019

| MATURITY DATE | DESCRIPTION (ISSUER) | PURCHASE DATE | INVESTMENT TYPE | INVESTMENT RATING | STATED % RATE | YIELD | FACE VALUE | PREMIUM/ (DISCOUNT) | COST OF INVESTMENT | MARKET VALUE | UNREALIZED GAIN / (LOSS) |
|--------------------------|---|--------------------------|----------------------------|------------------------------|--------------------------|--------------|-----------------------|--------------------------------|-------------------------------|-------------------------|-------------------------------------|
| 06/26/20 | Federal National Mortgage Assn CUSIP #3136G16D6 | 02/26/16 | Government Security | Aaa | 1.35% | 1.24% | \$ 500,000 | \$ 552 | \$ 500,552 | \$ 496,835 | \$ (3,717) |
| 07/30/20 | Federal Home Loan Mtge Corp CUSIP #3134G33Z1 | 11/20/15 | Government Security | Aaa | 1.55% | 1.74% | 555,000 | (1,106) | 553,894 | 552,869 | (1,025) |
| 09/23/20 | Capital One Bank McLean, VA | 09/23/15 | Certificate of Deposit | n/a | 2.30% | 2.30% | 245,000 | n/a | 245,000 | 245,230 | 230 |
| 09/30/20 | BMW Bank of North America Salt Lake City, UT | 09/30/15 | Certificate of Deposit | n/a | 2.20% | 2.20% | 245,000 | n/a | 245,000 | 245,201 | 201 |
| 11/12/20 | Enerbank USA Salt Lake City, UT | 11/12/15 | Certificate of Deposit | n/a | 1.80% | 1.80% | 245,000 | n/a | 245,000 | 243,724 | (1,276) |
| 11/20/20 | First Business Bank Madison, WI | 11/20/15 | Certificate of Deposit | n/a | 1.80% | 1.80% | 245,000 | n/a | 245,000 | 243,699 | (1,301) |
| 11/30/20 | Federal National Mortgage Assn CUSIP #3135G0F73 | 11/05/15 | Government Security | Aaa | 1.50% | 1.70% | 1,000,000 | (2,826) | 997,174 | 1,000,075 | 2,901 |
| 11/30/20 | Federal National Mortgage Assn CUSIP #3135G0F73 | 11/20/15 | Government Security | Aaa | 1.50% | 1.81% | 500,000 | (2,163) | 497,837 | 492,575 | (5,262) |
| 12/10/20 | Two Rivers Community Bank Middletown, NJ | 12/10/15 | Certificate of Deposit | n/a | 1.75% | 1.75% | 245,000 | n/a | 245,000 | 245,078 | 78 |
| 12/24/20 | Celtic Bank Salt Lake City, UT | 12/24/15 | Certificate of Deposit | n/a | 1.85% | 1.85% | 245,000 | n/a | 245,000 | 243,785 | (1,215) |
| 12/28/20 | Federal National Mortgage Assn CUSIP #3135G0H55 | 11/20/15 | Government Security | Aaa | 1.50% | 1.81% | 800,000 | (290) | 799,710 | 799,872 | 162 |
| 12/28/20 | Citizens State Bank Lacrosse, WI | 12/28/15 | Certificate of Deposit | n/a | 1.85% | 1.85% | 245,000 | n/a | 245,000 | 245,039 | 39 |
| 12/29/20 | First International Bank Watford City, ND | 12/29/15 | Certificate of Deposit | n/a | 1.85% | 1.85% | 245,000 | n/a | 245,000 | 243,773 | (1,227) |
| 01/25/21 | Federal Agriculture Mtge Corp CUSIP #3132X0EQ0 | 02/26/16 | Government Security | Aaa | 1.55% | 1.34% | 455,000 | 1,489 | 456,489 | 450,354 | (6,135) |
| 02/08/21 | Federal Home Loan Bank CUSIP #3133827D9 | 02/26/16 | Government Security | Aaa | 1.75% | 1.37% | 480,000 | 2,909 | 482,909 | 478,915 | (3,994) |

CITY OF ATASCADERO
INVESTMENT REPORT
June 30, 2019

| MATURITY DATE | DESCRIPTION (ISSUER) | PURCHASE DATE | INVESTMENT TYPE | INVESTMENT RATING | STATED % RATE | YIELD | FACE VALUE | PREMIUM/ (DISCOUNT) | COST OF INVESTMENT | MARKET VALUE | UNREALIZED GAIN / (LOSS) |
|--------------------------|---|--------------------------|----------------------------|------------------------------|--------------------------|--------------|-----------------------|--------------------------------|-------------------------------|-------------------------|-------------------------------------|
| 04/13/21 | Federal National Mortgage Assn CUSIP #3135G0U27 | 01/10/19 | Government Security | Aaa | 2.50% | 2.56% | \$ 500,000 | \$ (479) | \$ 499,521 | \$ 505,835 | \$ 6,314 |
| 05/06/21 | Federal National Mortgage Assn CUSIP #3135G0K69 | 06/09/16 | Government Security | Aaa | 1.25% | 1.34% | 500,000 | (805) | 499,195 | 494,865 | (4,330) |
| 06/09/21 | Worlds Foremost Bank Sidney, NE | 06/09/16 | Certificate of Deposit | n/a | 1.70% | 1.70% | 200,000 | n/a | 200,000 | 197,712 | (2,288) |
| 06/17/21 | Wells Fargo Bank Sioux Falls, SD | 06/17/16 | Certificate of Deposit | n/a | 1.75% | 1.75% | 245,000 | n/a | 245,000 | 242,163 | (2,837) |
| 08/23/21 | Comenity Capital Bank Sidney, NE | 08/22/16 | Certificate of Deposit | n/a | 1.70% | 1.70% | 245,000 | n/a | 245,000 | 241,087 | (3,913) |
| 08/30/21 | PrivateBank & Trust Company Sioux Falls, SD | 08/29/16 | Certificate of Deposit | n/a | 1.75% | 1.75% | 245,000 | n/a | 245,000 | 241,092 | (3,908) |
| 10/07/21 | Federal National Mortgage Assn CUSIP #3135G0Q89 | | Government Security | Aaa | 1.38% | 1.72% | 500,000 | (3,784) | 496,216 | 495,025 | (1,191) |
| 11/17/21 | First Source Bank South Bend, IN | 12/17/18 | Certificate of Deposit | n/a | 3.15% | 3.15% | 245,000 | n/a | 245,000 | 250,270 | 5,270 |
| 11/29/21 | Federal Home Loan Bank CUSIP #3130AABG2 | 12/21/16 | Government Security | Aaa | 1.88% | 2.12% | 500,000 | (2,930) | 497,070 | 501,055 | 3,985 |
| 01/13/22 | Federal Home Loan Bank CUSIP #3137EADB2 | 01/26/17 | Government Security | Aaa | 2.38% | 2.06% | 500,000 | 3,842 | 503,842 | 507,385 | 3,543 |
| 02/09/22 | Triad Bank Frontenac, MO | 02/09/17 | Certificate of Deposit | n/a | 2.00% | 2.00% | 245,000 | n/a | 245,000 | 243,510 | (1,490) |
| 02/21/22 | Everbank Jacksonville, FL | 02/14/17 | Certificate of Deposit | n/a | 2.05% | 2.05% | 245,000 | n/a | 245,000 | 243,807 | (1,193) |
| 03/11/22 | Federal Home Loan Bank CUSIP #313378CR0 | 02/23/17 | Government Security | Aaa | 2.25% | 2.00% | 500,000 | 3,260 | 503,260 | 506,165 | 2,905 |
| 03/24/22 | First Sentry Bank Huntington, WV | 03/24/17 | Certificate of Deposit | n/a | 2.00% | 2.00% | 245,000 | n/a | 245,000 | 243,398 | (1,602) |
| 04/05/22 | Federal National Mortgage Assn CUSIP #3135G0T45 | 05/04/17 | Government Security | Aaa | 1.88% | 1.88% | 500,000 | n/a | 500,000 | 500,895 | 895 |

CITY OF ATASCADERO
INVESTMENT REPORT
June 30, 2019

| MATURITY DATE | DESCRIPTION (ISSUER) | PURCHASE DATE | INVESTMENT TYPE | INVESTMENT RATING | STATED % RATE | YIELD | FACE VALUE | PREMIUM/ (DISCOUNT) | COST OF INVESTMENT | MARKET VALUE | UNREALIZED GAIN / (LOSS) |
|--------------------------|---|--------------------------|----------------------------|------------------------------|--------------------------|--------------|-----------------------|--------------------------------|-------------------------------|-------------------------|-------------------------------------|
| 05/17/22 | MB Financial Bank Chicago, IL | 02/09/22 | Certificate of Deposit | n/a | 2.00% | 2.00% | \$ 245,000 | n/a | \$ 245,000 | \$ 243,256 | \$ (1,744) |
| 05/31/22 | Lakeside Bank Chicago, IL | 06/02/17 | Certificate of Deposit | n/a | 2.00% | 2.00% | 245,000 | n/a | 245,000 | 243,219 | (1,781) |
| 06/10/22 | Federal Home Loan Bank CUSIP #313379Q69 | 05/31/17 | Government Security | Aaa | 2.13% | 1.86% | 500,000 | 3,766 | 503,766 | 504,350 | 584 |
| 07/12/22 | Barclays Bank Wilmington, DE | 07/12/17 | Certificate of Deposit | n/a | 2.20% | 2.20% | 245,000 | n/a | 245,000 | 244,476 | (524) |
| 07/27/22 | Federal Farm Credit Bank CUSIP #3133EDE65 | 07/12/17 | Government Security | n/a | 3.05% | 1.98% | 302,000 | 9,629 | 311,629 | 312,878 | 1,249 |
| 08/03/22 | Federal Farm Credit Bank CUSIP #3133EHTS2 | 08/17/17 | Government Security | Aaa | 1.90% | 1.72% | 500,000 | 2,679 | 502,679 | 501,065 | (1,614) |
| 09/09/22 | Federal Farm Credit Bank CUSIP #313380GJ0 | 09/11/17 | Government Security | Aaa | 2.00% | 1.62% | 500,000 | 5,864 | 505,864 | 502,950 | (2,914) |
| 09/14/22 | Int'l Amer. Development Bank CUSIP #4581X0CZ9 | 12/18/17 | Supranational Security | Aaa | 1.75% | 2.23% | 500,000 | (7,485) | 492,515 | 499,260 | 6,745 |
| 10/05/22 | Federal Farm Credit Bank CUSIP #3135G0T78 | 01/18/18 | Government Security | Aaa | 2.00% | 2.30% | 500,000 | (4,811) | 495,189 | 503,500 | 8,311 |
| 11/09/22 | Marlin Business Bank Salt Lake City, UT | 05/23/19 | Certificate of Deposit | n/a | 2.55% | 2.44% | 200,000 | 658 | 200,658 | 201,178 | 520 |
| 01/18/23 | Int'l Amer. Development Bank CUSIP #4581X0DA3 | 01/18/18 | Supranational Security | Aaa | 2.50% | 2.46% | 500,000 | 616 | 500,616 | 511,905 | 11,289 |
| 01/18/23 | Int'l Amer. Development Bank CUSIP #4581X0DA3 | 12/06/18 | Supranational Security | Aaa | 2.50% | 2.90% | 500,000 | (6,662) | 493,338 | 511,905 | 18,567 |
| 02/21/23 | Merrick Bank South Jordan, UT | 12/18/18 | Certificate of Deposit | n/a | 3.35% | 3.35% | 245,000 | n/a | 245,000 | 252,688 | 7,688 |
| 03/10/23 | Federal Farm Credit Bank CUSIP #3130ADMX7 | 03/16/18 | Government Security | Aaa | 2.50% | 2.71% | 500,000 | (3,652) | 496,348 | 513,475 | 17,127 |
| 04/11/23 | Federal Farm Credit Bank CUSIP #3133EJKN8 | 04/11/18 | Government Security | Aaa | 2.70% | 2.71% | 500,000 | (198) | 499,802 | 514,585 | 14,783 |

CITY OF ATASCADERO
INVESTMENT REPORT
June 30, 2019

| MATURITY DATE | DESCRIPTION (ISSUER) | PURCHASE DATE | INVESTMENT TYPE | INVESTMENT RATING | STATED % RATE | YIELD | FACE VALUE | PREMIUM/ (DISCOUNT) | COST OF INVESTMENT | MARKET VALUE | UNREALIZED GAIN / (LOSS) |
|--------------------------|---|--------------------------|----------------------------|------------------------------|--------------------------|--------------|-----------------------|--------------------------------|-------------------------------|-------------------------|-------------------------------------|
| 04/12/23 | Morgan Stanley Salt Lake City, UT | 04/12/18 | Certificate of Deposit | n/a | 2.95% | 2.95% | \$ 245,000 | n/a | \$ 245,000 | \$ 249,057 | \$ 4,057 |
| 05/08/23 | Old Missouri Bank Springfield, MO | 05/06/19 | Certificate of Deposit | n/a | 2.50% | 2.50% | 100,000 | n/a | 100,000 | 99,964 | (36) |
| 05/09/23 | Goldman Sachs New York, NY | 05/09/18 | Certificate of Deposit | n/a | 3.15% | 3.15% | 245,000 | n/a | 245,000 | 250,740 | 5,740 |
| 06/06/23 | Citibank Sioux Falls, SD | 06/06/18 | Certificate of Deposit | n/a | 3.25% | 3.25% | 245,000 | n/a | 245,000 | 251,559 | 6,559 |
| 07/31/23 | Medallion Bank Salt Lake City, UT | 07/31/18 | Certificate of Deposit | n/a | 3.25% | 3.25% | 245,000 | n/a | 245,000 | 251,556 | 6,556 |
| 07/31/23 | Int'l Finance Corporation CUSIP #45950KCP3 | 09/12/18 | Supranational Security | Aaa | 2.88% | 2.90% | 500,000 | (481) | 499,519 | 520,110 | 20,591 |
| 08/01/23 | Discover Bank Wilmington, DE | 08/01/18 | Certificate of Deposit | n/a | 3.35% | 3.35% | 245,000 | n/a | 245,000 | 252,473 | 7,473 |
| 09/26/23 | MidSouth Bank Lafayette, LA | 09/26/18 | Certificate of Deposit | n/a | 3.10% | 3.10% | 245,000 | n/a | 245,000 | 250,145 | 5,145 |
| 09/27/23 | Int'l Bank for Recon & Develop CUSIP #459058GL1 | 02/06/19 | Supranational Security | Aaa | 3.00% | 2.55% | 500,000 | 9,041 | 509,041 | 524,070 | 15,029 |
| 11/06/23 | Federal Farm Credit Bank CUSIP #3133EJQ85 | 11/06/18 | Government Security | n/a | 3.05% | 3.06% | 500,000 | (163) | 499,837 | 524,420 | 24,583 |
| 11/08/23 | Morgan Stanley Private Bank New York, NY | 11/08/18 | Certificate of Deposit | n/a | 3.55% | 3.55% | 245,000 | n/a | 245,000 | 253,933 | 8,933 |
| 01/30/24 | First Premier Bank Sioux Falls, SD | 01/30/19 | Certificate of Deposit | n/a | 2.95% | 2.95% | 245,000 | n/a | 245,000 | 248,523 | 3,523 |
| 02/22/24 | Bank of Delight Delight, AR | 02/22/19 | Certificate of Deposit | n/a | 2.85% | 2.85% | 245,000 | n/a | 245,000 | 247,443 | 2,443 |
| 03/08/24 | Federal Home Loan Bank CUSIP #3130AB3H7 | 03/07/19 | Government Security | Aaa | 2.38% | 2.58% | 750,000 | (6,750) | 743,250 | 766,328 | 23,078 |
| 03/27/24 | First National Bank East Lansing, MI | 03/27/19 | Certificate of Deposit | n/a | 2.75% | 2.75% | 245,000 | n/a | 245,000 | 246,289 | 1,289 |

CITY OF ATASCADERO
INVESTMENT REPORT
June 30, 2019

| MATURITY DATE | DESCRIPTION (ISSUER) | PURCHASE DATE | INVESTMENT TYPE | INVESTMENT RATING | STATED % RATE | YIELD | FACE VALUE | PREMIUM/ (DISCOUNT) | COST OF INVESTMENT | MARKET VALUE | UNREALIZED GAIN / (LOSS) |
|---|---|----------------------|------------------------|--------------------------|----------------------|--------------|-----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------------|
| 04/26/24 | Mainstreet Bank Fairfax, VA | 05/01/19 | Certificate of Deposit | n/a | 2.60% | 2.60% | \$ 245,000 | n/a | \$ 245,000 | \$ 244,544 | \$ (456) |
| 05/13/24 | Federal Farm Credit Bank CUSIP #3133EKLBO | 05/13/19 | Government Security | Aaa | 2.31% | 2.32% | 500,000 | (161) | 499,839 | 509,730 | 9,891 |
| 05/16/24 | Enterprise Bank Allison Park, PA | 05/16/19 | Certificate of Deposit | n/a | 2.60% | 2.60% | 245,000 | n/a | 245,000 | 244,471 | (529) |
| 06/04/24 | CIT Bank Salt Lake City, UT | 05/23/19 | Certificate of Deposit | n/a | 3.25% | 2.60% | 103,000 | 3,118 | 106,118 | 105,830 | (288) |
| 06/26/24 | Commerce Bank Geneva, MN | 06/26/19 | Certificate of Deposit | n/a | 2.30% | 2.30% | 245,000 | n/a | 245,000 | 240,886 | (4,114) |
| Total Funds Managed by the City | | | | | | | <u>47,963,980</u> | <u>4,805</u> | <u>47,968,785</u> | <u>48,181,516</u> | <u>212,731</u> |
| <u>Funds Managed by Fiscal Agent</u> | | | | | | | | | | | |
| n/a | BNY Western Trust Hamilton Treas. Money | n/a | Treasury Fund | Aaa | n/a | 1.09% | 1,415,353 | n/a | 1,415,353 | 1,415,353 | - |
| n/a | BNY Western Trust Hamilton Treas. Money | n/a | Treasury Fund | Aaa | n/a | 0.88% | 861,004 | n/a | 861,004 | 861,005 | 1 |
| Total Funds Managed by Fiscal Agent | | | | | | | <u>2,276,357</u> | <u>n/a</u> | <u>2,276,357</u> | <u>2,276,358</u> | <u>1</u> |
| | | | | | | | <u>\$ 50,240,337</u> | <u>\$ 4,805</u> | <u>\$ 50,245,142</u> | <u>\$ 50,457,874</u> | <u>\$ 212,732</u> |

Average Maturity of Total Portfolio 613 Days

Weighted Average Yield of Total Portfolio 2.23%

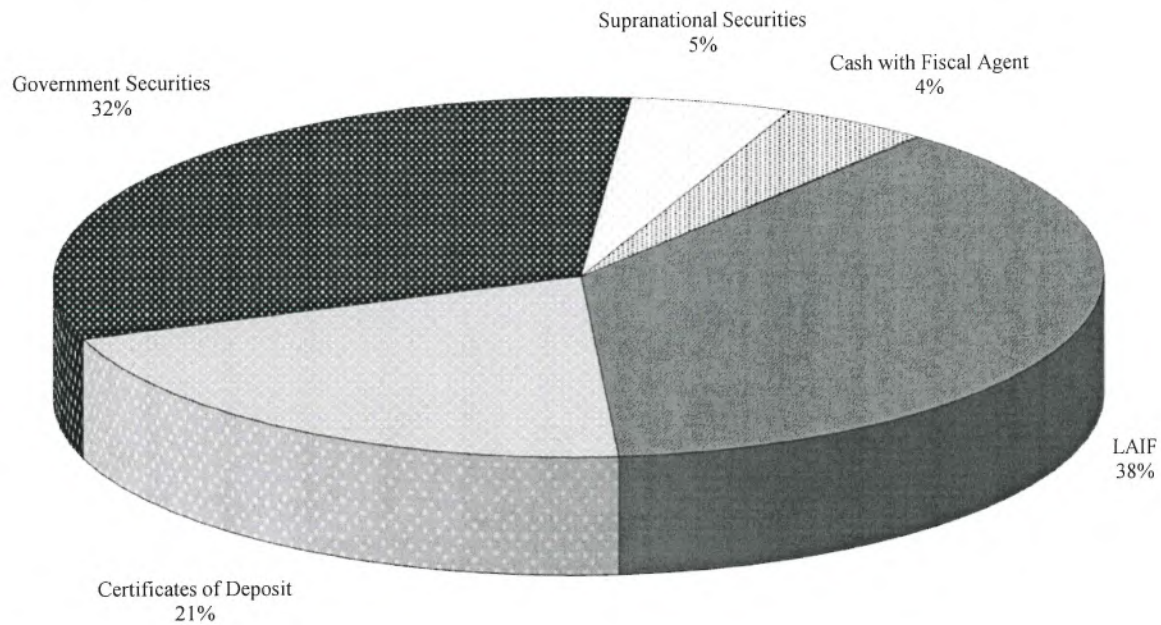
Certification:

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 November 28, 2017. 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:  Jeri Rangel - Director of Administrative Services

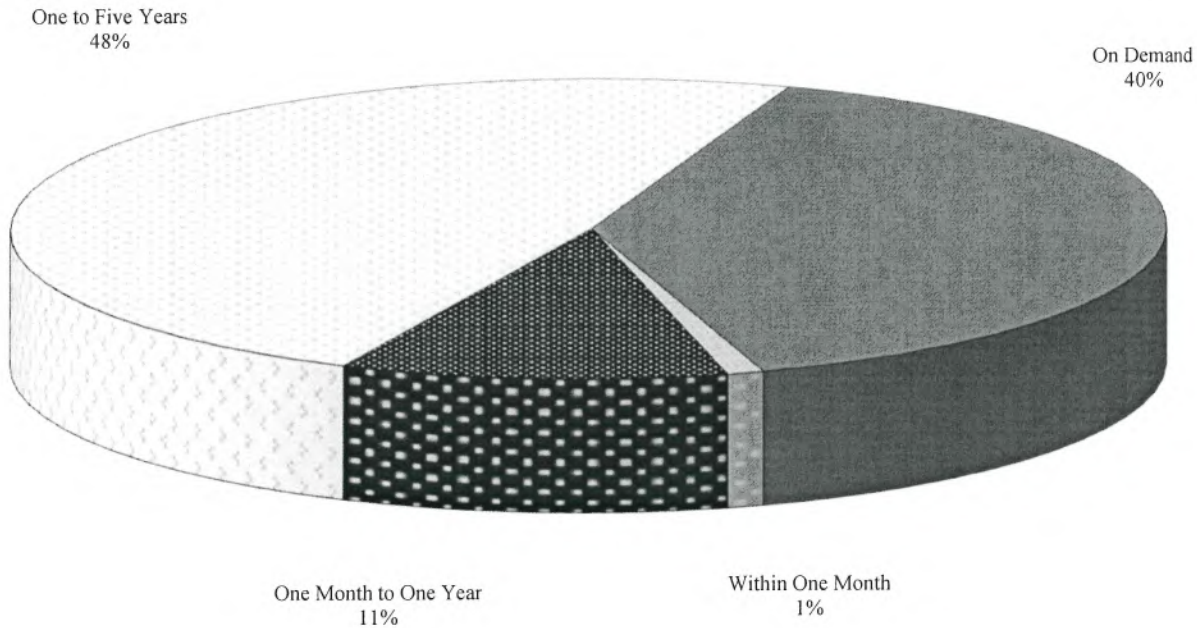
Approved by:  Gere Sibbach - City Treasurer

City of Atascadero Investments by Type June 2019



| Investment | June 2019 |
|--------------------------|----------------------|
| LAIF | \$ 18,963,489 |
| Certificates of Deposit | 10,406,776 |
| Government Securities | 16,058,000 |
| Supranational Securities | 2,495,029 |
| Cash with Fiscal Agent | 2,276,357 |
| Other | 45,491 |
| | <u>\$ 50,245,142</u> |

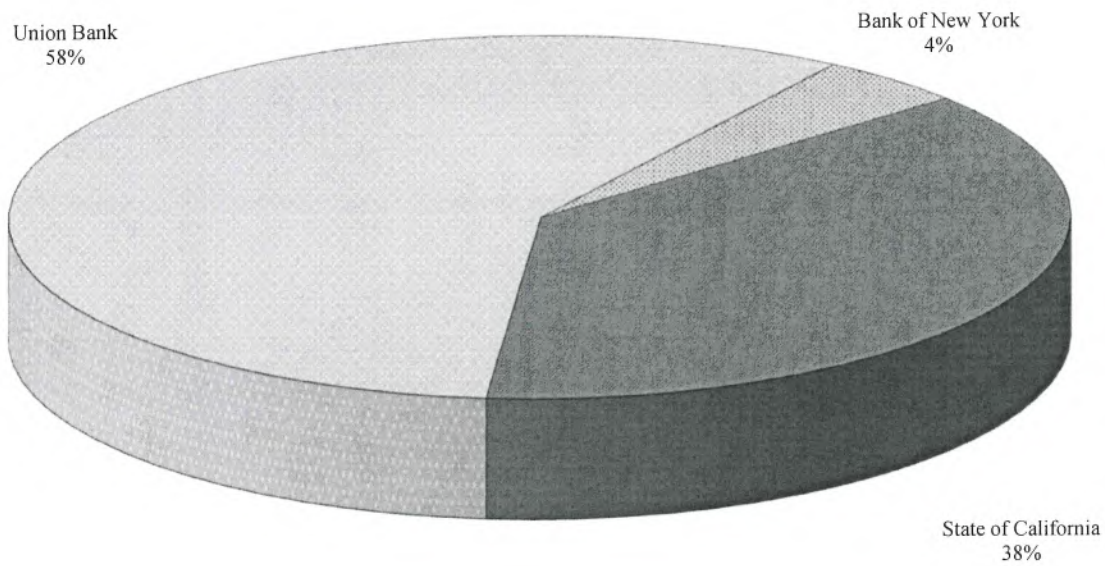
City of Atascadero
Investments by Maturity *
June 2019



| Investment | June 2019 |
|-----------------------|----------------------|
| On Demand | \$ 19,008,980 |
| Within One Month | 490,000 |
| One Month to One Year | 5,182,680 |
| One to Five Years | 23,287,125 |
| | <u>\$ 47,968,785</u> |

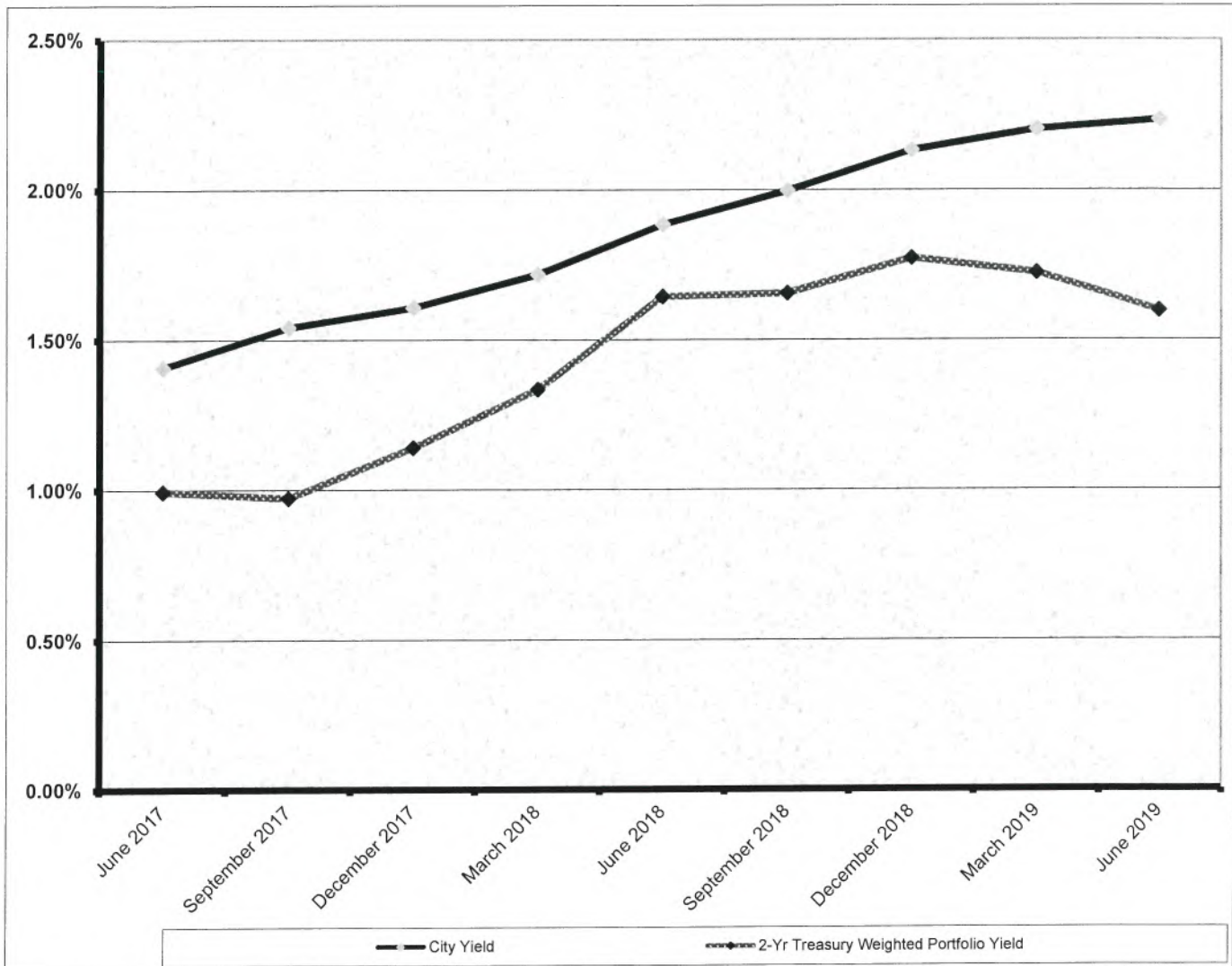
* Cash with fiscal agent is not included in the totals for this graph because the amounts are restricted based on bond covenants, and therefore, the City doesn't retain the option to liquefy these funds at will.

City of Atascadero
Investments by Custodial Agent
June 2019



| <u>Custodial Agent</u> | <u>June 2019</u> |
|------------------------|----------------------|
| State of California | \$ 18,963,489 |
| Union Bank | 29,005,296 |
| Bank of New York | 2,276,357 |
| | <u>\$ 50,245,142</u> |

City of Atascadero
Investment Yield vs. 2-Year Treasury Yield
For the Quarter Ended June 30, 2019



| | City Yield | 2-Yr Treasury Weighted Portfolio Yield |
|----------------|------------|--|
| June 2017 | 1.41% | 0.99% |
| September 2017 | 1.54% | 0.97% |
| December 2017 | 1.61% | 1.14% |
| March 2018 | 1.72% | 1.33% |
| June 2018 | 1.88% | 1.64% |
| September 2018 | 2.00% | 1.66% |
| December 2018 | 2.13% | 1.77% |
| March 2019 | 2.20% | 1.72% |
| June 2019 | 2.23% | 1.60% |



Atascadero City Council

Staff Report – City Clerk

Designation of Voting Delegate - League of California Cities' Annual Conference

RECOMMENDATION:

Council designate Council Member Funk as the voting delegate for the Annual Business Meeting of the League of California Cities' Annual Conference in October 2019, and direct the City Clerk to inform the League of the designation.

DISCUSSION:

This year's League of California Cities' Annual Conference is scheduled for Wednesday, October 16 through Friday, October 18, 2019 in Long Beach. One very important aspect of the Annual Conference is the Annual Business Meeting when the membership takes action on conference resolutions. Annual Conference resolutions guide cities and the League in their efforts to improve the quality, responsiveness and vitality of local government in California.

Each City Council is asked to designate a voting representative who will be present at the Annual Business Meeting. The Council may also appoint an alternate for the voting delegate, if they desire. League bylaws provide that each city is entitled to one vote in matters affecting municipal or League policy. Council Member Funk will be attending the annual conference and would be available to serve as delegate.

FISCAL IMPACT:

None

ATTACHMENTS:

None



Atascadero City Council

Staff Report – Police Department

Ordinance to Repeal and Replace Title 6 Chapter 6 “No-Smoking Areas Established in Certain Public Places” and Repeal Title 10, Chapter 1, Section 10-1.34 “Smoking and Tobacco Products”

RECOMMENDATION:

Council adopt on second reading, by title only, Draft Ordinance repealing and replacing Title 6, Chapter 6 “No-Smoking areas established in certain public places” of the Atascadero Municipal Code and deleting in its entirety Title 10, Chapter 1, Section 10-1.34 “Smoking and tobacco products”.

DISCUSSION:

The Atascadero Police Department routinely receives complaints regarding smoking activity in areas frequently used for public activities. The United States Environmental Protection Agency has classified secondhand smoke as a Group A carcinogen, which is the most dangerous class of carcinogen. As such, it is the purpose of the proposed Municipal Code changes to limit unwanted secondhand smoke to non-smoking individuals, and to limit the exposure of minors to tobacco products by making their possession illegal for minors.

At a public hearing held on June 25, 2019, the Council reviewed proposed text amendments to Titles 6 and 10 of the Atascadero Municipal Code. During the meeting, Council directed staff to amend some of the proposed changes and continued the public hearing to a Council meeting on July 9, 2019. At that meeting, the amended Draft Ordinance (Attachment 1) was introduced, repealing and replacing Title 6, Chapter 6 “No-Smoking areas established in certain public places” of the Atascadero Municipal Code and deleting in its entirety Title 10, Chapter 1, Section 10-1.34 “Smoking and tobacco products”. The Draft Ordinance is being returned to the City Council to be adopted on second reading by title only. If adopted, the Draft Ordinance will become effective on September 12, 2019.

FISCAL IMPACT:

None

ATTACHMENT:

Draft Ordinance

DRAFT ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, REPEALING AND REPLACING TITLE 6 CHAPTER 6 “NO-SMOKING AREAS ESTABLISHED IN CERTAIN PUBLIC PLACES” OF THE ATASCADERO MUNICIPAL CODE TO EXPAND THE SMOKE-FREE AREA AND PROHIBIT ALL PERSONS UNDER THE AGE OF 18 FROM POSSESSING TOBACCO AND REPEALING IN ITS ENTIRETY ATASCADERO MUNICIPAL CODE SECTION 10-1.34 “SMOKING AND TOBACCO PRODUCTS”

WHEREAS, the United States Environmental Protection Agency has classified secondhand smoke as a Group A carcinogen, which is the most dangerous class of carcinogen; and

WHEREAS, pursuant to California Health & Safety Code section 118910, the City is permitted to enforce smoke-free areas throughout the City; and

WHEREAS, the purpose of the City’s smoking restrictions is to serve the public health, safety and welfare due to the known dangers to health posed by smoking and secondhand smoke; and

WHEREAS, recently the City has experienced a significant increase in smoking activity in the areas frequently used for public activities; and

WHEREAS, the State of California, in 2016, repealed the law making possession of tobacco illegal for minors, and this Ordinance will prohibit the possession of tobacco by minors; and

WHEREAS, passage of this Ordinance will allow for the enforcement of no-smoking in specified areas within the City, prohibit the possession of tobacco or electronic smoking devices, and condense all no-smoking regulations into one section of the Municipal Code; and

WHEREAS, the City Council desires to pass this Ordinance in order to more adequately protect residents and visitors against unwanted secondhand smoke in public places.

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

SECTION 1. The above recitals are true and correct.

SECTION 2. Atascadero Municipal Code Title 6 Chapter 6 “No-Smoking Areas Established in Certain Public Places” is repealed and replaced as detailed in Exhibit A, on file in the City Clerk’s Office and incorporated herein by reference.

SECTION 3. Atascadero Municipal Code Title 10, Chapter 1, Section 10-1.34 “Smoking and Tobacco Products” is deleted in its entirety.

SECTION 4. The City Council of the City of Atascadero, in a regular session assembled on July 9, 2019, resolved to introduce for first reading, by title only, an Ordinance repealing and replacing Atascadero Municipal Code Title 6 Chapter 6 “No-Smoking Areas Established in Certain Public Places” as shown in Exhibit A on file in the City Clerk’s Office and incorporated herein by reference.

SECTION 5. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 6. 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 this 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.

SECTION 7. This Ordinance shall take effect 30 days from the date of final passage.

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

AYES:
NOES:
ABSTAIN:
ABSENT:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

EXHIBIT A

Chapter 6 NO-SMOKING AREAS ESTABLISHED IN CERTAIN PUBLIC PLACES

6-6.01 Findings.

Whereas the Surgeon General of the United States has determined and the City Council does hereby find that:

- (a) Smoking tobacco is a proven danger to the health of human beings; and
- (b) Breathing sidestream or secondhand smoke is a significant health hazard for certain population groups including, without limitation, elderly people, those with cardiovascular disease or impaired respiratory functions, asthmatics and those with obstructed air passages; and
- (c) Tobacco smoke is a major contributor to indoor air pollution; and
- (d) The Surgeon General's report on involuntary smoking states that there are proven health hazards from involuntary smoking by nonsmokers.
- (e) The US Centers for Disease Control and Prevention reports that youth use of tobacco products in any form is unsafe, irrespective of whether it is smoked, smokeless or electronic.

6-6.02 Purpose.

(a) Because smoking of tobacco or any other weed or plant is a positive danger to health and a cause of material discomfort and a health hazard to those who are present in confined places, and in order to serve public health, safety and welfare, the declared purpose of this chapter is to establish areas where persons will be free from inhaling smoke by requiring that areas be reserved for nonsmokers in certain public places and by prohibiting the smoking of tobacco or any other weed or plant in certain other areas which are used by or open to the public.

(b) For the purposes of protecting the health and welfare of the public from side-stream or secondhand smoke in publicly owned, operated, managed and leased facilities, it is necessary to specifically prohibit smoking, as defined herein, inside all buildings, structures and indoor facilities owned, operated, leased or managed by the City which are used by or open to the public.

6-6.03 Definitions.

As used in this chapter the following terms shall have the meanings ascribed to them as follows:

- (a) "Electronic Smoking Device" means the electronic device which can be used to deliver an inhaled dose of nicotine or any other substance, including any component, part, or accessory of such a device, whether or not sold separately.
- (b) "E-cigarette" means any electronic oral device, such as one composed of a heating element, battery and/or electronic circuit, which provides a vapor of nicotine or any other substances, including marijuana or marijuana products, and the use or inhalation of which simulates smoking. E-Cigarette shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, hookah pen, or any other similar product name or descriptor.
- (c) "Enclosed" means:

1. Any covered or partially covered space having more than fifty percent of its perimeter area walled in or otherwise closed to the outside such as, for example, a covered porch with more than two walls; or

2. Any space open to the sky (hereinafter “uncovered”) having more than seventy-five percent of its perimeter area walled in or otherwise closed to the outside, such as, for example, a courtyard.

(d) “Multi-unit residence” means a building or portion thereof that contains more than one dwelling space consisting of essentially complete independent living facilities for one or more persons, including, for example, permanent provisions for living, sleeping, eating, cooking, and sanitation. A single-family house shared by roommates is not a multi-unit residence for purposes of this chapter.

(e) “Multi-unit residence common area” means any indoor or outdoor common area of a multi-unit residence accessible to and usable by more than one residence, including but not limited to halls, lobbies, laundry rooms, outdoor eating areas, play and swimming areas.

(f) “Open air dining area” means any unenclosed area located on private or public property made available to or customarily used by the general public that is designed, established, or regularly used for consuming food and/or beverages, or where food or beverages are served, whether or not for compensation. This includes, without limitation, restaurants, cafés, coffee shops, micro-breweries, and bars.

(g) “Public place” means any enclosed or unenclosed place, public or private, open to the general public regardless of any fee or age requirement, including, for example, streets, sidewalks, parking lots, parking garages, bars, restaurants, clubs, stores, stadiums, parks, playgrounds, taxis, and buses.

(h) “Service area” means any enclosed or unenclosed area in which persons wait for, receive or exchange goods or services of any kind, including without limitation lines or waiting areas regardless of whether or not such service involves the exchange of money. Such service shall include, but is not limited to, sales, bus stops, ticket lines, food truck lines, giving of information, directions, or advice, and transfers of money or goods.

(i) “Smoking” as used herein shall means inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco, cannabis or other plant product intended for inhalation, whether natural or synthetic, in any manner or in any form. Smoking includes the use of a battery-powered or other electronic smoking device that creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

(j) “Tobacco product” means any product containing, made from, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including but not limited to cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, dipping tobacco, electronic smoking devices or any other preparation of tobacco including Indian cigarettes called “bidis.” “Tobacco product” does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes and is marketed and sold solely for such an approved purpose.

6.6.04 Prohibition of smoking in certain public places, places of employment, and certain other areas.

In additional to all places where smoking is prohibited under California or federal law smoking shall be prohibited in the following places within the City of Atascadero:

(a) Within all places of employment, in accordance with California Labor Code Section 6404.5, as may be amended.

(b) Within all enclosed places, whether publicly- or privately-owned and regardless of any applicable fee or age requirement, that are available and open to the general public, including but not limited to parking garages, bars, restaurants, cafes, outdoor dining patios or courtyards, clubs, stores, arenas, taxis and buses.

(c) Within twenty feet of any entrance, exit, operable window, or air intake vent to any enclosed public place or any commercial establishment open to the general public. For purposes of this subsection, entrance or exit shall mean an opening into an enclosed public place from a contiguous street, sidewalk, walkway, or parking area, and "air intake vent" shall mean an opening into an enclosed public place that draws in air from the outside as part of a structural ventilation system.

(d) At all public places when being used for public events, including but not limited to farmers' markets, sports events, speaking performances, ceremonies, pageants, fairs, concerts, and other entertainment events open to the public.

(e) Any public place within 500 feet of any public or private school property that services children from the grades of K-12. This will include all hours not only school hours.

(f) In all public transportation facilities including all bus shelters and bus stops.

(g) Service areas, or within twenty feet of any service area.

(h) Open air dining areas, or within twenty feet of any open air dining area.

(i) Within a public sidewalk or within 20 feet of a public sidewalk when the sidewalk is within a commercial zoning district and when the sidewalk is adjacent to an outdoor café, restaurant, bar or other outdoor dining area.

(j) In or upon any sidewalks, roadways, medians or City right-of-way on the following streets:

a. Any street in the Downtown Commercial Zoning District (DC) and Downtown Office Zoning District (DO) as shown on the City's official zoning maps.

b. El Camino Real.

c. Morro Road.

d. Atascadero Avenue from Morro Road to El Camino Real.

e. Traffic Way from Ardilla Avenue to Portrero Road.

(k) In common areas of multi-unit residential buildings, including halls, lobbies, outdoor eating areas, play and swimming areas.

(l) Within all City-owned, leased, or operated buildings, including meeting facilities.

(m) Any public place within 500 feet of the Colony Park Community Center.

(n) In or upon any City open spaces and ecological areas and all appurtenant trail systems, parking areas, and other amenities.

(o) Within 100 feet of the outmost edge of the Sunken Gardens, Pedestrian Tunnel and Centennial Bridge.

(p) In or upon any City park, sports facility, sports field, playground or plaza and all its amenities, parking areas, trails, and walkways, including contiguous sidewalks.

6-6.05 Minors in possession of tobacco

No person under the age of 18 shall be in possession of any tobacco product including any electronic smoking device or e-cigarette.

6-6.06 Posting of signs.

Signs which designate the “no smoking” areas designated by this chapter shall be conspicuously posted in every building, facility or other place so designated by this chapter. The manner of such posting shall be at the discretion of the City Manager and/or designee. The City Manager and/or designee shall determine the manner for posting such signs on the basis of clarity, sufficiency and conspicuousness in communicating the intent of this chapter.

6-6.07 Enforcement.

The City Manager and/or designee and/or the Police Department and/or the code enforcement officer shall have authority to enforce the provisions of this Code.

6-6.08 Violation: Penalty.

Violations of the provisions of this chapter shall be prosecuted in accordance with the provisions of Chapter 3 of Title 1 of the Atascadero Municipal Code.

6-6.09 Prohibition at the Atascadero State Hospital.

The Executive Director of the Atascadero State Hospital may declare the entire hospital, including indoor and outdoor areas, to be a nonsmoking establishment, provided such declaration is consistent with any applicable Federal and State laws and regulations. The Executive Director or designee shall have the primary responsibility for enforcement of this section at the hospital.



Atascadero City Council

Staff Report – Community Development Department

Establishment of Improvement Area No. 1 of Community Facilities District 2005-1 Second Reading

RECOMMENDATION:

Council adopt on second reading, by title only, Draft Ordinance, authorizing the levy of special taxes in Improvement Area No. 1 of CFD 2005-1.

DISCUSSION:

This action consists of authorizing the levy of special taxes in a newly established Improvement Area (IA-1) of Community Facilities District 2005-1 for the La Plaza project. This is a second reading of the proposed Ordinance and is required to formalize the levy of special taxes.

On July 26, 2019, the City Council held a public hearing on establishing Improvement Area 1 of CFD 2005-1 and establishing a boundary for that area to encompass the La Plaza project. The establishment of a separate improvement area provides a reduced tax rate for qualifying mixed-use downtown developments. After the close of the public hearing, the City Council adopted Resolution No. 2019-066, on a 5-0 vote, authorizing the establishment of the area and levy of special taxes within the area boundary. A landowner election was held, and the owner elected to authorize a special CFD tax, which validated the establishment of the Improvement Area. The Council then introduced a Draft Ordinance, for first reading, authorizing the levy of a CFD fee to all future property owners residing in Improvement Area 1 territory.

The Special Tax authorized to be levied against qualifying mixed-use residential units for Fiscal Year 2020-2021 is \$441.90 per unit, which is subject to an annual escalator to pay for the service expansion needed to serve these additional residential units. The money collected can only be used to fund new public services authorized to be funded by the State Mello-Roos Act and identified within the Rate and Method of Apportionment, and cannot be used to support existing services. Adoption of this Ordinance, on second reading, will complete the CFD process and allow the Final Map to be recorded.

FISCAL IMPACT:

The project will consist of 42 new residential units, each with an annual levy of \$441.90 per unit, resulting in new annual revenue of approximately \$18,600. The levy is subject

to annual adjustment based on the Rate and Method of Apportionment.

ATTACHMENT:

Draft Ordinance

DRAFT ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF IMPROVEMENT AREA NO. 1 OF COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES) OF THE CITY OF ATASCADERO, AUTHORIZING THE LEVY OF A SPECIAL TAX IN SUCH COMMUNITY FACILITIES DISTRICT

WHEREAS, the City Council (the “City Council”) of the City of Atascadero (the “City”), has undertaken proceedings to establish and has established an improvement area of a community facilities district and conducted an election therein and received a favorable vote from the qualified electors authorizing the levy of special taxes in such community facilities district, all as authorized pursuant to the terms and provisions of the “Mello-Roos Community Facilities Act of 1982”, being Chapter 2.5, Part 1, Division 2, Title 5 of the Government Code of the State of California (the “Act”). This improvement area of a community facilities district is designated as Improvement Area No. 1 of Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero (“CFD No. 2005-1 IA 1”); and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ATASCADERO, ACTING AS THE LEGISLATIVE BODY OF CFD NO. 2005-1 IA 1, HEREBY ORDAINS AS FOLLOWS:

SECTION 1. This City Council does, by the passage of this ordinance, authorize the levy of special taxes on taxable properties located in CFD No. 2005-1 IA 1 pursuant to the Rate and Method of Apportionment of Special Tax as set forth in Exhibit “A” attached hereto and incorporated herein by this reference (the “Rate and Method”).

SECTION 2. This City Council, acting as the legislative body of CFD No. 2005-1 IA 1, is hereby further authorized, by resolution, to annually determine the special tax to be levied within CFD No. 2005-1 IA 1 for the then current tax year or future tax years; provided, however, the special tax to be levied shall not exceed the maximum special tax authorized to be levied pursuant to the Rates and Method.

SECTION 3. The special taxes herein authorized to be levied, to the extent possible, shall be collected in the same manner as ad valorem property taxes and shall be subject to the same penalties, procedure, sale and lien priority in any case of delinquency as applicable for ad valorem taxes; provided, however that the City may utilize a direct billing procedure for any special taxes that cannot be collected on the County tax roll or may, by resolution, elect to collect the special taxes as a different time or in a different manner if necessary to meet its financial obligations.

SECTION 4. The special taxes authorized to be levied shall be secured by the lien imposed pursuant to Section 3114.5 and 3115.5 of the Streets and Highways Code of the State of California, which lien shall be a continuing lien and shall secure each levy of the special tax. The lien of the special tax shall continue in force and effect until the special tax obligation is canceled in accordance with Section 53344 of the Government Code of the State of California or until the special tax ceases to be levied by the City Council in the manner provided in Section 5330.5 of said Government Code.

SECTION 5. This Ordinance shall be effective thirty (30) days after its adoption. Within fifteen (15) days after its adoption, the City Clerk shall cause this Ordinance to be published in a newspaper of general circulation pursuant to the provisions of California Government Code Section 36933.

INTRODUCED at a regular meeting of the City Council held on July 26, 2019, and **PASSED, APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on ____, 2019.

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

EXHIBIT A

CITY OF ATASCADERO IMPROVEMENT AREA NO. 1 OF COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES) RATE AND METHOD OF APPORTIONMENT

A Special Tax of Improvement Area No. 1 of Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero ("CFD") shall be levied on all Assessor's Parcels in the CFD and collected each Fiscal Year commencing in Fiscal Year 2019-20 in an amount determined by the City through the application of the rate and method of apportionment of the Special Tax set forth below. All of the real property in the CFD, unless exempted by law or by the provisions hereof, shall be taxed for the purposes, to the extent and in the manner herein provided.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

"Acre or Acreage" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final subdivision map, other final map, other parcel map, other condominium plan, or functionally equivalent map or instrument recorded in the Office of the County Recorder. The square footage of an Assessor's Parcel is equal to the Acreage multiplied by 43,560.

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2 of Title 5 of the Government Code of the State of California.

"Administrative Expenses" means the actual or estimated costs incurred by the City as administrator of the CFD to determine, levy and collect the Special Taxes, including salaries, benefits and overhead costs of City employees whose duties are directly related to administration of the CFD and the fees of consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the general tax rolls, preparation of required reports; and any other costs required to administer the CFD as determined by the City.

"Affordable Unit(s)" means dwelling units located on one or more Assessor's Parcels of Residential Property that are subject to deed restrictions, resale restrictions, and/or regulatory agreements recorded in favor of the City providing for affordable housing. Affordable Units will require annual application to the City for verification of their affordable housing status. The City will have the authority to approve and establish policies regarding Affordable Housing Dwelling Units and their status.

Affordable dwelling units shall be classified as Affordable Units by the CFD Administrator in the chronological order in which the building permits for such property are issued.

"Annual Escalation Factor" means the greater of, five percent (5%) or the annual percentage change in the Consumer Price Index (CPI) of "All Urban Consumers" for the San Francisco-Oakland-San Jose Area or comparable index if such index is no longer in use.

"Approved Property" means an Assessor's Parcel and/or Lot in the District, which has a Final Map recorded prior to January 1st preceding the Fiscal Year in which the Special Tax is being levied, but for which no building permit has been issued prior to the May 1st preceding the Fiscal Year in which the Special Tax is being levied. The term "Approved Property" shall apply only to Assessors' Parcels and/or Lots, which have been subdivided for the purpose of residential or commercial development, excluding any Assessor's Parcel that is designated as a remainder parcel determined by final documents and/or maps available to the CFD Administrator.

"Assessor's Parcel" means a lot or parcel shown in an Assessor's Parcel Map with an assigned assessor's parcel number.

"Assessor's Parcel Map" means an official map of the Assessor of the County designating parcels by assessor's parcel number.

"Base Year" means Fiscal Year ending June 30, 2019.

"CFD Administrator" means an official of the City, or designee thereof, responsible for determining the Special Tax Requirement and providing for the levy and collection of the Special Taxes.

"CFD" means Improvement Area No. 1 of Community Facilities District No. 2005-1 (Public Services) of the City of Atascadero.

"City" means the City of Atascadero.

"Council" means the City Council of the City of Atascadero, acting as the legislative body of the CFD.

"County" means the County of San Luis Obispo, California.

"Developed Property" means all Taxable Property, exclusive of Property Owner Association Property, or Public Property, for which a building permit was issued after July 1, 2019 and prior to May 1st preceding the Fiscal Year in which the Special Tax is being levied.

"Final Map" means an Assessor's Parcel Map, a final subdivision map, other parcel map, other final map, other condominium plan, or functionally equivalent map that has been recorded in the Office of the County Recorder.

"Fiscal Year" means the period starting July 1 and ending on the following June 30.

"Land Use Class" means any class provided for in Title 9 of the City's Municipal Code, or other such similar document, as determined by the CFD Administrator.

"Lot" means property within a recorded Final Map identified by a lot number for which a building permit has been issued or may potentially be issued.

"Maximum Special Tax" means the maximum Special Tax, determined in accordance with Section C below that can be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

"Multi-Family Residence" means all Assessor's Parcels of Developed Property for which a building permit has been issued for a residential structure consisting of two or more residential units that share common walls, including, but not limited to, duplexes, triplexes, townhomes, condominiums, apartment units, and secondary units as defined in Ordinance No. 454.

"Mixed-Use Residential Property" means all Lot(s) for which one or more building permit(s) has been issued for a combination of non-residential and residential uses.

"Mixed-Use Residential Property– Qualified" means all Lot(s) classified as Mixed-Use Residential Property which meet all of the following criteria:

1. Located in the Downtown Commercial Zoning District as defined by Title 9 of the City's Municipal Code.
2. Has a substantial Quality Retail component, which must not be less than 30% of the total square foot space, as determined by the CFD Administrator.
3. Is located within a building that is vertical mixed-use with commercial uses on the ground floor.
4. The building must be of superior quality and architecture, as determined by the CFD Administrator.
5. Must be maintained at the same level as the City maintains similar properties throughout the City, as determined by Council.

"Non-Residential Property" means all Assessor's Parcels of Developed Property for which a building permit(s) has been issued for a non- residential use and does not contain any Residential Units as defined under Residential Property or Multi-Family Residence.

"Park Services" means the estimated and reasonable costs for maintaining authorized parks within the City.

"Property Owner Association Property" means any property within the boundaries of the CFD that is owned by, or irrevocably dedicated as indicated in an instrument recorded with the County Recorder to, a property owner association, including any master or sub-association.

"Proportionately" means in a manner such that the ratio of the actual Special Tax levy to the Maximum Special Tax is equal for all applicable Assessor's Parcels.

"Public Property" means any property within the boundaries of the CFD that is, at the time of the CFD formation or at the time of an annexation, expected to be used for rights-of-way, parks, schools or any other public purpose and is owned by or irrevocably offered for dedication to the federal government, the State, the County, the City or any other public agency.

"Public Safety Costs" means the estimated and reasonable costs of providing Public Safety services, including but not limited to (i) the costs of contracting for police and fire services, (ii) related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus, supplies, (iii) the salaries and benefits of City staff if the City directly provides police and fire protection services, and (iv) City overhead costs associated with providing such services within the CFD. The Special Tax provides only partial funding for Public Safety.

"Quality Retail" means a land use pursuant to Title 9, Chapter 3 of the Atascadero Municipal Code, including but not limited to: Bar/Tavern, Eating & drinking places, Microbrewery – brewpub, Tasting room, Artisan Foods & products, General retail and Hotels/Motels, all as determined by the CFD Administrator.

"Residential Property" means all Assessor's Parcels of Developed Property for which a building permit has been issued for purposes of constructing one or more Residential Units, as determined by the CFD Administrator.

"Residential Unit" means any residence in which a person or persons may live, which comprises an independent facility capable of conveyance separate from adjacent residential dwelling units and is not considered to be for commercial or industrial use. This includes Single-Family Residence and Multi-Family Residence.

"Single-Family Residence" means all Assessor's Parcels of Developed Property for which a building permit(s) has been issued for purposes of constructing one residential dwelling unit.

"Special Tax" means the Special Tax to be levied in each Fiscal Year on each Assessor's Parcel of Taxable Property to fund the Special Tax Requirement, and shall include Special Taxes levied or to be levied under Sections C and D, below.

"Special Tax Requirement" means that amount required in any Fiscal Year for the CFD to: (i) pay for Public Safety Costs; (ii) pay for Park Services; (iii) pay reasonable Administrative Expenses; (vi) pay any amounts required to establish or replenish any reserve funds; and (v) pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year; less any surplus of funds available from the previous Fiscal Year's Special Tax levy.

"State" means the State of California.

"Taxable Property" means all of the Assessor's Parcels within the boundaries of the CFD that are not exempt from the Special Tax pursuant to law or as defined below.

"Tax-Exempt Property" means an Assessor's Parcel not subject to the Special Tax. Tax-Exempt Property includes: (i) Public Property, (ii) Property Owner Association Property, and (iii) property designated by the City or CFD Administrator as Tax-Exempt Property.

"Undeveloped Property" means, for each Fiscal Year, all Taxable Property not classified as Developed Property or Approved Property, including an Assessor's Parcel that is designated as a remainder parcel and is not identified as potential Public Property by any final document and/or maps available to the CFD Administrator.

B. ASSIGNMENT TO LAND USE CATEGORIES

Each Fiscal Year using the definitions above, all Taxable Property within the CFD shall be classified as Developed Property, Approved Property, or Undeveloped Property. Developed Property shall further be classified as Non-Residential Property, Residential Property, Mixed-Use Residential Property or Mixed-Use Residential Property-Qualified and shall be subject to Special Taxes pursuant to Sections C and D below.

C. MAXIMUM SPECIAL TAX RATE

1. Developed Property

TABLE 1
Maximum Special Tax for Residential Property
Improvement Area No. 1 of Community Facilities
District No. 2005-1 (Public Services)

| Description | Maximum Special Tax Per Unit |
|-------------------|------------------------------|
| Residential Units | \$679.84 per Unit |
| Affordable Units | \$0 per Unit |

On each July 1, commencing July 1, 2020, the Maximum Special Tax Rates shall be increased in accordance with the Annual Escalation Factor.

TABLE 2
Maximum Special Tax for Mixed-Use Residential Property and Mixed-Use Residential Property-Qualified
Improvement Area No. 1 of Community Facilities
District No. 2005-1 (Public Services)

| Description | Maximum Special Tax Per Residential Unit |
|---|--|
| Mixed-Use Residential Property | \$679.84 per Unit |
| Mixed-Use Residential Property- Qualified | \$441.90 per Unit |

On each July 1, commencing July 1, 2020, the Maximum Special Tax Rates shall be increased in accordance with the Annual Escalation Factor.

2. Approved Property

TABLE 3
Maximum Special Tax for Approved Property
Improvement Area No. 1 of Community Facilities District No.
2005-1 (Public Services)

| Description | Maximum Special Tax Per Lot |
|-------------------|-----------------------------|
| Approved Property | \$356.92 per Lot |

On each July 1, commencing July 1, 2020, the Maximum Special Tax Rate shall be increased in accordance with the Annual Escalation Factor.

3. Non-Residential Property

TABLE 4
Maximum Special Tax for Non-Residential Property
Improvement Area No. 1 of Community Facilities District No. 2005-1
(Public Services)

| Description | Maximum Special Tax Per Acre |
|--------------------------|------------------------------|
| Non-Residential Property | \$2,855.33 per Acre |

The minimum special tax Non-Residential Property shall be subject to is \$77.25 per parcel. On each July 1, commencing July 1, 2020, the Maximum Special Tax Rate for Non-Residential Property shall be increased in accordance with the Annual Escalation Factor.

4. Undeveloped Property

Undeveloped Property will be assigned a Maximum Special Tax Rate of \$633.49 per acre or portion thereof, with a minimum rate of \$154.51 for Undeveloped Property less than or equal to one-fourth (1/4) of an Acre as described in Table 4.

TABLE 5
Maximum Special Tax for Undeveloped Property
Improvement Area No. 1 of Community Facilities District No. 2005-1
(Public Services)

| Description | Maximum Special Tax Per Parcel/Acre |
|-----------------------------------|-------------------------------------|
| Undeveloped Property 1/4 Acre | \$154.51 per Parcel |
| Undeveloped Property >1/4 Acre | \$633.49 per Acre |

On each July 1, commencing July 1, 2020, the Maximum Special Tax Rate, for Undeveloped Property, shall be increased in accordance with the Annual Escalation Factor

D. METHOD OF APPORTIONMENT OF THE SPECIAL TAX

Commencing with Fiscal Year 2019-20, and for each following Fiscal Year, the CFD Administrator shall calculate the Special Tax Requirement based on the definitions in Section A and levy the Special Tax until the amount of the Special Tax levied equals the Special Tax Requirement.

Step 1:

The Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Developed Property classified as Residential Property, Mixed-Use Residential Property or Mixed-Use Residential

Property- Qualified Proportionately up to 100% of the applicable Maximum Special Tax.

Step 2:

If the Special Tax Requirement has not been satisfied by the first step, then the Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Approved Property up to 100% of the applicable Maximum Special Tax for Approved Property.

Step 3:

If the first two steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Developed Property which is classified as Non-Residential Property up to 100% of the applicable Maximum Special Tax.

Step 4:

Lastly, if the preceding steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each Fiscal Year on each Assessor's Parcel of Undeveloped Property up to 100% of the applicable Maximum Special Tax for Undeveloped Property.

E. APPEALS

Any taxpayer that believes that the amount of the Special Tax assigned to a Parcel is in error may file a written notice with the CFD Administrator appealing the levy of the Special Tax. This notice is required to be filed with the CFD Administrator during the Fiscal Year the error is believed to have occurred. The CFD Administrator or designee will then promptly review the appeal and, if necessary, meet with the taxpayer. If the CFD Administrator verifies that the tax should be changed the Special Tax levy shall be corrected and, if applicable in any case, a refund shall be granted.

F. MANNER OF COLLECTION

Special Tax as levied pursuant to Section D above shall be collected in the same manner and at the same time as ordinary *ad valorem* property taxes; provided, however, that the CFD Administrator may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet the financial obligations of the CFD or as otherwise determined appropriate by the CFD Administrator.

G. TERM OF SPECIAL TAX

The Special Tax shall be levied in perpetuity or until such time as Council terminates the Special Tax.

H. INTERPRETATION

Council may interpret this Rate and Method of Apportionment of Special Tax by ordinance or resolution for purposes of clarifying any vagueness or ambiguity. Any decision of Council shall be final and binding as to all persons.



Atascadero City Council

Staff Report - Community Development Department

Traffic Way Zone Change ZCH19-0029 (Atascadero Temple Association)

RECOMMENDATIONS:

Council:

1. Adopt on second reading, by title only, Draft Ordinance A approving a Zone Map Amendment to 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.
2. Adopt on second reading, by title only, Draft Ordinance B, approving Planned Development Overlay Zone No. 35 for 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030), based on findings.

DISCUSSION:

In 2003, the Planning Commission approved a Conditional Use Permit and Tentative Parcel Map to subdivide an elongated parcel between Traffic Way and the railroad into 4 parcels and approve construction of 2 membership assembly buildings on 2 of the parcels. One of the other parcels contained an existing single-family residence, which remains today, and the last parcel was offered to the City. In 2005, one of the buildings was purchased and became occupied by the Congregation Ohr Tzafon, which is currently a non-conforming use.

Earlier this year, the Masonic Lodge (Atascadero Temple Association) decided to sell their property; however, the current list of allowed uses is limited based on the recreation zoning designation and doesn't capture the most appropriate uses for the property based on the location and character of the neighborhood. A childcare provider is interested in the site and has entered into escrow. This is currently not an allowable use and the property owners submitted a zone change application to change the zoning designation from Recreation to Public. This change would maintain the current General Plan Designation and provide for a minor change in land use opportunities.

At the July 26, 2019 City Council special meeting, the attached Draft Ordinances were introduced, to establish Planned Development Overlay Zone No. 35 and to change the

zoning designation of 4 parcels at 2605, 2607, 3055, and 3255 Traffic Way from Recreation (I) to Public / PD 35 (P/PD35).

FISCAL IMPACT:

These zone text and map changes are not expected to have any fiscal impact.

ATTACHMENTS:

1. Draft Ordinance A – Establishment of PD Overlay No. 35
2. Draft Ordinance B - Zone Map Amendment

DRAFT ORDINANCE A

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
ATASCADERO, CALIFORNIA, AMENDING THE ATASCADERO
MUNICIPAL CODE TITLE 9, CHAPTER 3, ARTICLE 28
(PD (PLANNED DEVELOPMENT) OVERLAY ZONE), ESTABLISHING
PLANNED DEVELOPMENT OVERLAY ZONE NO. 35 AND
DETERMINING THIS ORDINANCE IS EXEMPT FROM REVIEW UNDER
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**TRAFFIC WAY ZONING MAP AMENDMENTS
ATASCADERO TEMPLE ASSOCIATION
(ZCH19-0029)**

WHEREAS, an application has been received from Atascadero Temple Association, PO Box 715, Atascadero, CA 93423, Applicant and Owner, to consider Planning Application ZCH 2019-0029 to rezone parcels 1 through 4 of Parcel Map AT02-278 (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030) from Recreation (L) to Public (P) and establish Planned Development Overlay Zone No. 35 ; and

WHEREAS, Article 28 of the Atascadero Municipal Code allows for the creation of Planned Development Overlay Zones to promote orderly and harmonious development and to enhance the opportunity to best utilize special site characteristics; and

WHEREAS, the City Council has determined that it is in the best interest of the City to amend the Zoning Code Text to protect the health, safety and welfare of its citizens by applying orderly development and expanding housing opportunities within the City; and

WHEREAS, the laws and regulations relating to the preparation and public notice of environmental documents, as set forth in the State and local guidelines for implementation of the California Environmental Quality Act (CEQA) have been adhered to; and

WHEREAS, a timely and properly noticed Public Hearing upon the subject Zone Text Change application was held by the Planning Commission of the City of Atascadero at which hearing evidence, oral and documentary, was admitted on behalf of said zoning text amendments; and

WHEREAS, the Planning Commission of the City of Atascadero, at a Public Hearing held on June 4, 2019, studied and considered the proposed zone text change to establish Planned Development Overlay Zone No. 35; and

WHEREAS, a timely and properly noticed Public Hearing upon the subject Zoning Text Change application was held by the City Council of the City of Atascadero at which hearing evidence, oral and documentary, was admitted on behalf of said Zoning Text Amendments; and

WHEREAS, the City Council of the City of Atascadero, at a Public Hearing held on July 9, 2019, studied the Planning Commission's recommendations and considered the proposed Zoning Text Amendments.

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

SECTION 1. Recitals: The above recitals are true and correct.

SECTION 2. Public Hearing. The City Council of the City of Atascadero, in a regular session assembled on July 26, 2019, resolved to introduce for first reading, by title only, an Ordinance that would amend the City Zoning Code Text as shown in Exhibit A, attached hereto and incorporated herein by this reference.

SECTION 3. Facts and Findings. The City Council makes the following findings, determinations and approvals with respect to the Zone Text Amendment:

A. Findings for Approval of a Zone Text Change

FINDING: (i) The Planning and Zoning Text Change is consistent with General Plan policies and all other applicable ordinances and policies of the City.

FACT: The proposed zone text amendments align the code requirements with the vision, intent, and policies of the adopted General Plan.

FINDING: (ii) This Amendment of the Zoning Ordinance will provide for the orderly and efficient use of lands where such development standards are applicable.

FACT: The proposed text amendment provides for orderly development within the Public zoning district on Parcels 1 through 4 of Parcel Map AT02-278 in accordance with the adopted General Plan for the compatible use of the properties based on neighborhood characteristics.

FINDING: (iii) The Text Change will not, in itself, result in significant environmental impacts.

FACT: The proposed text changes are minor and do not trigger any environmental impacts.

SECTION 4. CEQA. This Ordinance is exempt from the California Environmental Quality Act (CEQA), Public Resources Code Section 21000 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)(4), 15061(b)(3)).

SECTION 5. Approval. Atascadero Municipal Code Title 9 Planning & Zoning is amended, establishing Planned Development Overlay Zone No. 35, as detailed in Exhibit A, attached hereto and incorporated herein by this reference.

SECTION 6. 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 7. 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 8. 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 9. 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 10. 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 11. 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 July 26, 2019, and **PASSED, APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on August 13, 2019.

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

9-3.680 Establishment of Planned Development Overlay Zone No. 35

Planned Development Overlay Zone No. 35 is established as shown on the official zoning maps (Section 9-1.102 of this title). A Planned Development Overlay Zone No. 35 is established on parcels APN's 049-063-003, 004, 049-071-029, 030 (Parcels 1-4 of AT02-278)

(a) All site development or significant modifications, beyond ADA or code required changes, to the site or exterior changes of any building shall require Design Review Committee review.

(b) The following uses are allowed within the PD-35 overlay zone:

- (1) Churches and Related Activities;
- (2) Indoor Recreation Services;
- (3) Libraries and Museums;
- (4) Public Assembly and Entertainment;
- (5) Parks and Playgrounds;
- (6) Temporary Events;
- (7) Utility Facilities;
- (8) Government Offices;
- (9) Temporary Offices;
- (10) Residential Care: 6 Residents or Less;
- (11) Child Care Center;
- (12) Adult Day Care Facility;
- (13) Parking Lots;
- (14) Broadcast Studios

(c) The following uses are conditionally allowed within the PD-35 overlay zone:

- (1) Schools
- (2) Single Family Dwelling
- (3) Schools – Business and Vocational
- (4) Membership Organizations
- (5) Social Service Organizations;
- (6) Utility Infrastructure
- (7) Telecommunications Facilities

DRAFT ORDINANCE B

**AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF ATASCADERO, CALIFORNIA, AMENDING THE OFFICIAL
ZONING DISTRICT DESIGNATION FOR PARCELS 1-4 OF AT02-278
TO CHANGE THE ZONING DESIGNATION FROM RECREATION (L)
TO PUBLIC (P) WITH A PLANNED DEVELOPMENT
OVERLAY ZONE NO. 35 ZONING DESIGNATION**

**TRAFFIC WAY ZONING MAP AMENDMENTS
ATASCADERO TEMPLE ASSOCIATION
(ZCH19-0029)**

WHEREAS, an application has been received from Atascadero Temple Association, PO Box 715, Atascadero, CA 93423, Applicant and Owner to consider Planning Application ZCH 2019-0029 to rezone parcels 1 through 4 of Parcel Map AT02-278 (APN's 049-063-003, 049-063-004, 049-071-029, 049-071-030) from Recreation (L) to Public (P) and establish Planned Development Overlay Zone No. 35 ; and

WHEREAS, the site's General Plan Designation is Public Recreation (REC); and

WHEREAS, the site's current zoning district is Recreation (L); and

WHEREAS, the Planning Commission and City Council has determined that it is in the best interest of the City to enact this amendment to the Official Zoning Map to protect the health, safety, and welfare of its citizens by applying orderly development of the City; and

WHEREAS, the laws and regulations relating to the preparation and public notice of environmental documents, as set forth in the State and local guidelines for implementation of the California Environmental Quality Act (CEQA) have been adhered to; and

WHEREAS, a timely and properly noticed Public Hearing upon the subject Zoning Change application was held by the Planning Commission of the City of Atascadero at which hearing evidence, oral and documentary, was admitted on behalf of said Planning and Zoning Text Amendments; and

WHEREAS, the Planning Commission of the City of Atascadero, at a Public Hearing held on June 4, 2019, studied and considered ZCH19-0029.

WHEREAS, the Planning Commission of the City of Atascadero has recommended approval of the proposed zoning map amendment as presented to them on June 4, 2019; and

WHEREAS, a timely and properly noticed Public Hearing upon the subject Zoning Map Amendment application was held by the City Council of the City of Atascadero at which hearing evidence, oral and documentary, was admitted on behalf of said Zoning Map Amendments; and

WHEREAS, the City Council of the City of Atascadero, at a Public Hearing held on July 26, 2019, studied the Planning Commission's recommendations and considered the proposed zoning text amendments.

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

SECTION 1. Recitals: The above recitals are true and correct.

SECTION 2. Public Hearing. The City Council of the City of Atascadero, in a regular session assembled on July 26, 2019, resolved to introduce for first reading, by title only, an Ordinance that would amend the official City Zoning Map Designation as shown in Exhibit A, attached hereto and incorporated herein by this reference.

SECTION 3. Facts and Findings. The City Council makes the following findings, determinations and approvals with respect to the Zoning Map Amendment:

A. Findings for Approval of a Zone Map Change

FINDING: (i) The Zoning Map Change is consistent with General Plan policies and all other applicable ordinances and policies of the City.

FACT: The proposed zoning map amendment provides for the orderly development of the subject parcels in alignment with the character of the surrounding neighborhood.

FINDING: (ii) This Amendment of the Zoning Ordinance will provide for the orderly and efficient use of lands where such development standards are applicable.

FACT: The proposed map amendment provides for orderly development within the Public zoning district on Parcels 1 through 4 of Parcel Map AT02-278 in accordance with the adopted General Plan for the compatible use of the properties based on neighborhood characteristics.

FINDING: (iii) The Text Change will not, in itself, result in significant environmental impacts.

FACT: The proposed text changes are minor and do not trigger any environmental impacts.

SECTION 4. CEQA. This Ordinance is exempt from the California Environmental Quality Act (CEQA), Public Resources Code Section 21000 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)(4), 15061(b)(3)).

SECTION 5. Approval. Atascadero Zoning Map is amended as detailed in Exhibit A, attached hereto and incorporated herein by this reference.

SECTION 6. 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 7. 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 8. 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 9. 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 10. 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 11. 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 April 23, 2019, and **PASSED, APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on August 13, 2019.

CITY OF ATASCADERO

Heather Moreno, Mayor

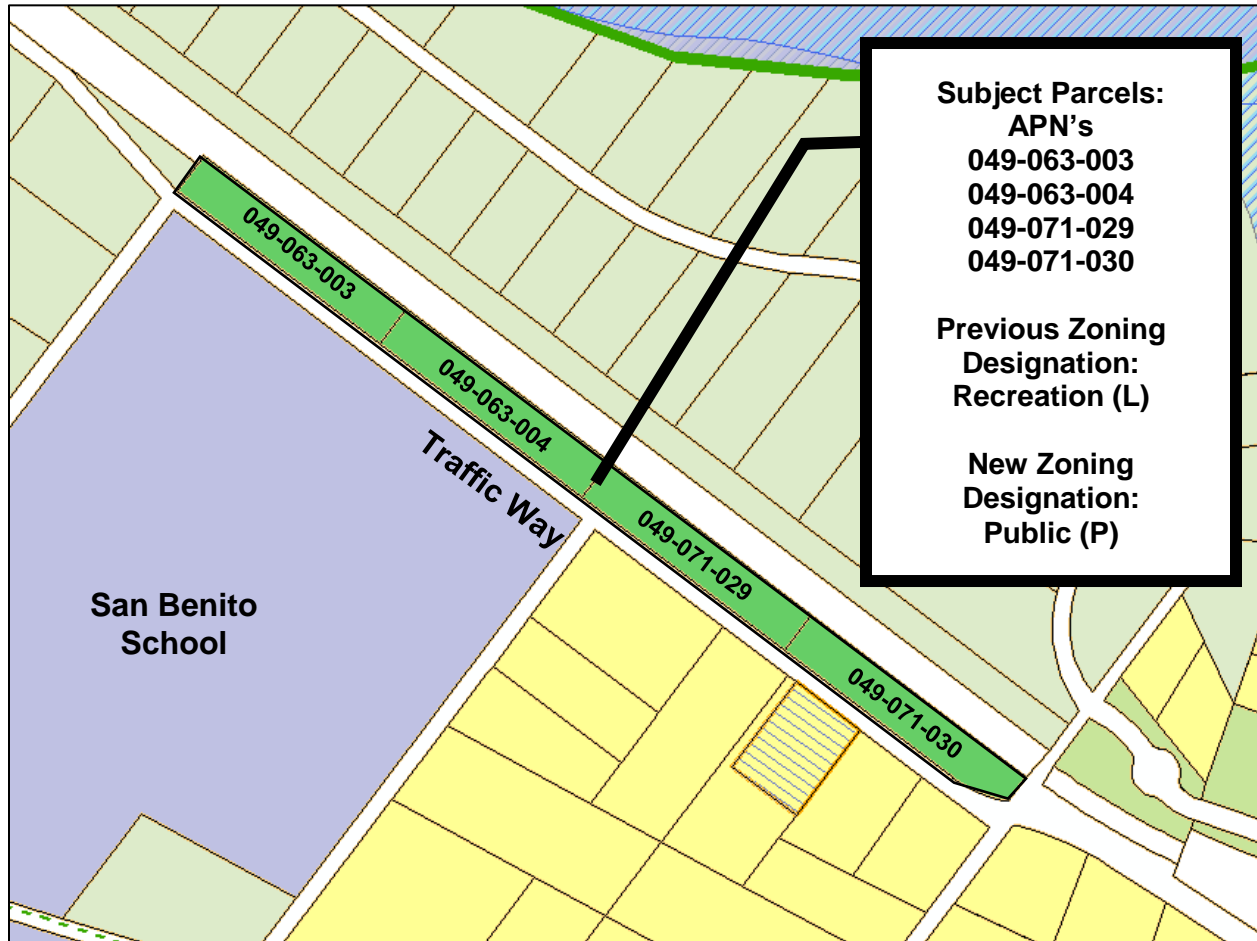
ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

EXHIBIT A: Zone Map Change – Map Amendment Diagram
ZCH19-0029





Atascadero City Council

Staff Report - Community Development Department

Resolution of the City Council to Authorize Application for SB 2 Planning Grants Program Funds

RECOMMENDATION:

Council approve Draft Resolution authorizing an application for Senate Bill 2 Planning Grants Program Funds to the California Department of Housing and Community Development.

DISCUSSION:

Senate Bill 2 was adopted in 2017 as part of a package of bills aimed at addressing housing goals in California. More commonly known as the Building Homes and Jobs Act, it established a \$75 recording fee on real estate documents to help increase the supply of affordable housing. The fees that have been collected are now available in the form of planning grants, which are available in this first year of funding to cities and counties to prepare, adopt, and implement plans and process improvements that streamline housing approvals and accelerate housing production.

The program will provide grants through a non-competitive, over-the-counter process to eligible local governments that have met specific requirements. The City of Atascadero is eligible for funding as it has met these specific requirements, including having a California Department of Housing and Community Development (HCD) certified housing element, and having submitted an Annual Housing Progress Report for 2017 and 2018.

The SB 2 Application requires a signed resolution (Attachment 1) from the local jurisdiction's governing body, authorizing the submittal of the application to HCD.

Grant Purpose

The primary purpose of this grant is to provide funding and technical assistance to local governments to help prepare, adopt, and implement plans and process improvements that streamline housing approvals and accelerate housing production. Cities that propose activities in at least one of the Priority Policy Areas below are automatically deemed to demonstrate a nexus to accelerating housing production without any further demonstration:

- Rezone property to Permit By-right: Rezoning to allow for multi-family housing and to allow multi-family without further discretionary review (e.g: no use permit required)

- Objective Design and Development Standards: Developing objective design standards or pre-approved site and architectural plans that facilitate non-discretionary permitting.
- Specific Plans or Form based Codes Coupled with CEQA Streamlining: Designating and rezoning for additional housing capacity or preparing specific plans or form codes that include zoning and development standards and plan-level environmental analysis that can be used to streamline future housing projects and facilitate affordability.
- Accessory Dwelling Units or Other Innovative Building Strategies: Encouraging ADUs and other innovative building types through actions above state law such as, outreach, fee waivers, pre-approved plans, website zoning clearance assistance, and other homeowner tools or finance tools. Also, establishing other approaches to intensify existing lower density residential areas and “missing model” typologies to encourage significantly more residential development (e.g., duplexes, triplexes) in lower density residential areas.
- Expedited Processing: Speeding up approvals and permit processing, including instituting programs that streamline or consolidate the review process or create a separate process for expedited review of housing projects.
- Housing Related Infrastructure Financing and Fee Reduction Strategies: Develop and implement approaches to local, regional or sub-regional housing related infrastructure financing. Create plans and programs to finance and increase infrastructure with accompanying enhanced housing capacity, such as enhanced infrastructure financing districts. Fee reduction and rationalization approaches, such as reassessing fees to adhere to best practices in reducing costs, deferrals, sliding scales or proportionate impacts fees (e.g., ADUs, transit oriented, and infill development, special needs housing), or fee transparency measures including publicly available fee calculators.

Eligible Activities

Eligible activities may include:

- Updates to general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, or local coastal plans.
- Updates to zoning ordinances.
- Environmental analyses that eliminate the need for project-specific review.
- Local process improvements that expedite local planning and permitting.

City Proposed Grant Activities

At this time, City staff is proposing to utilize this grant opportunity to fund the update of the City’s Housing Element, the preparation of an affordable housing ordinance, and evaluation of potential updates to the zoning regulations and subdivision regulations to allow for permit streamlining. The Housing Element update is anticipated to cost between \$35,000 to \$45,000 while the preparation of an affordable housing ordinance is anticipated to cost between \$25,000 and \$30,000. An update to the Zoning and Subdivision regulations is anticipated to cost approximately \$100,000. All of these activities could potentially be fully funded by the grant. The City Council may provide staff direction on other activities that could be pursued by the grant such as the preparation of a land use inventory and site analysis for future housing sites that could be a pre-cursor to our upcoming General Plan update.

ENVIRONMENTAL REVIEW:

The California Environmental Quality Act does not apply to the recommended action in this report, because the action does not constitute a "Project" under CEQA Guidelines Sec. 15378.

FISCAL IMPACT:

Both the Housing Element and Affordable Housing Ordinance have been identified as priorities in the 2019-2020 Action Plan. The Housing Element update is a state mandated activity. Facilitation of the grant and the planning activities will require some staff time. HCD has determined available funding allocations for public jurisdictions based on population size. The City of Atascadero is eligible to receive a minimum of \$25,000 but can apply for a maximum of \$160,000 through SB 2 funds. City staff intends on applying for \$160,000 for implementation of the 2019-21 Financial Plan, which includes work on the Housing Element and associated ordinances. If awarded, this grant will have a positive fiscal impact, as it will reduce the fiscal burden on the General Fund for housing-related expenses.

ALTERNATIVES:

Continue the recommendation to a later meeting. This alternative is not recommended as the funding will be available as early as this summer, which would allow City staff to expand work efforts on housing-related programs.

ATTACHMENTS:

1. Draft Resolution
2. Senate Bill 2 Grant Q &A

Attachment 1: City Council Draft Resolution—SB2 Grant

DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ATASCADERO, CALIFORNIA, AUTHORIZING
APPLICATION FOR, AND RECEIPT OF, SB2 PLANNING GRANT
PROGRAM FUNDS**

WHEREAS, the City Council of the City of Atascadero is eligible to receive State funding through Senate Bill 2 for certain planning and housing related work, through the California Department Housing and Community Development; and

WHEREAS, the State of California, Department of Housing and Community Development (HCD) has issued a Notice of Funding Availability (NOFA) dated March 29, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the City Council of the City of Atascadero desires to submit a project application for the PGP to streamline the permitting and production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department of the Planning Grants Program; and

WHEREAS, the HCD is authorized to provide up to \$1.2 million under the SB 2 PGP from the Building Homes and Jobs Trust Fund for assistance to cities and counties, as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017, SB 2), related to the PGP.

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

SECTION 1. The City Council is hereby authorized and directed to apply for and submit to the HCD the 2019 Planning Grants Program application released March 29, 2019 in the amount of \$160,000.

SECTION 2. In connection with the PGP grant, if the application is approved by HCD, the City Council, acting through its City Manager, is authorized to enter into, execute, and deliver a State of California Standard Agreement (the “Standard Agreement”) for the amount of \$160,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City Council’s obligations related thereto, and all amendments thereto (collectively, the “PGP Grant Documents”).

SECTION 3. The City Council shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP

guidelines by HCD. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City Council hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by HCD and in accordance with the Planning Grants NOFA, the Planning Grant Program Guidelines, and 2019 Planning Grant Program Application.

SECTION 4. The City Manager or his designee is authorized and directed to execute the City of Atascadero Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City as required by HCD for receipt of the PGP Grant.

PASSED AND ADOPTED at a regular meeting of the City Council held on the 13th day of August 2019.

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:
ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian Pierik, City Attorney

Attachment 1: – SB2 Grant Q&A

Program Questions

| | QUESTION | ANSWER |
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| 1. | Is the SB2 Planning Grant Program competitive? | No, this is a non-competitive program. As long as a local government (county or city) meets the threshold requirements, any locality is eligible for funding. Threshold eligibility includes housing element compliance, Annual Progress Report submittals for the current or prior year, a nexus to accelerating housing production for non-priority policy area activities, and actions consistent with the state and other planning priorities. For more information on threshold eligibility, please refer to the NOFA. |
| 2. | Should I submit my application as soon as possible to ensure I receive funding? | The program utilizes an over-the-counter process with an eight-month application window ending on November 30, 2019. Projects funded by the grant must be encumbered by June 30, 2020 and funds must be expended by June 30, 2022. HCD encourages early applications to assure meeting encumbrance deadlines. |
| 3. | How many grants can a jurisdiction apply for? | Each jurisdiction is eligible to apply for one grant and up to the maximum grant amount. An applicant can apply for multiple projects in the same grant application as long as they do not exceed the maximum grant amount allocated to their jurisdiction. Find out how much your jurisdiction is eligible for here. |
| 4. | Will there be a supplemental round of funding? | If the planning grant funds are not fully awarded at the conclusion of the over-the-counter period (November 30, 2019), HCD may consider extending the over-the-counter period and/or have a supplemental funding round. For more information on a potential supplemental round, please refer to <i>Article V, Section 500</i> of the program guidelines . |
| 5. | I have heard a lot about priority policy areas. What is a Priority Policy Area (PPA)? | In consultation with stakeholders, planners, developers, and local governments, HCD identified six policy areas that have a known positive impact on accelerating housing production in California. Among other benefits, a jurisdiction applying under a PPA is automatically deemed to meet a threshold requirement for accelerating housing production and will not need to complete attachment 2 of the application or provide additional documentation to demonstrate a nexus to housing production. Additionally, utilizing a PPA will streamline the application review process and make an applicant more competitive if there is a supplemental round of funding. For more information on PPAs, please refer to the NOFA. |

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| | | If you are unsure if your project qualifies under a PPA, please contact HCD or the regional liaison designated to your region. |
| 6. | Can a city or county partner with another entity such as a city? Can a jurisdiction partner with other entities that are not a city or county? | HCD recognizes that solutions to housing include both regional and local collaboration. The program has been designed to encourage and allow for partnerships between cities, counties, regional governments, and other government entities. When partnering with another entity, the applicant should include a legally binding agreement, and specify on the application which partner is responsible for each task or subtask. Additionally, the maximum grant amount for applicants seeking partnerships with other local governments will be additive. For example, two large localities could submit a proposal for up to \$1,250,000. |
| 7. | If a jurisdiction partners with another jurisdiction, will they be allowed to apply for an increased grant amount? | When a jurisdiction partners with another jurisdiction the two applicants can pool their allocated grant amounts that have been identified in the NOFA. For example, City of Hope qualifies as a small city and is eligible to receive a maximum grant amount of \$160,000 and partners with the County of Heroes who qualifies as a medium county and is eligible to receive a maximum grant amount of \$310,000. Those two jurisdictions will be eligible to apply for a maximum grant amount of \$470,000. |
| 8. | How do I find out more information on the SB2 Year 2 funding? | SB2 Year 2 funding is now known as the Permanent Local Housing Allocation (PLHA) Program. HCD is currently in the process of developing guidelines to specify eligible activities and funding amounts. For more information please visit our website at http://www.hcd.ca.gov/policy-research/lhp.shtml Please refer all questions to PLHA@hcd.ca.gov |
| 9. | How will the 50% homelessness funding be allocated for Year 1? | SB2 was revised through legislation in 2018 (SB 850, Statutes of 2018) to clarify the provisions around the homelessness portions of the fund. These provisions allocated 50 percent of the SB 2 funding dedicated to homelessness to the Housing for a Healthy California Program and 50 percent to the California Emergency Solutions and Housing Program (CESH), both administered by HCD. For more information on homelessness programs, please contact Catherine Kungu at Catherine.Kungu@hcd.ca.gov |

Eligible Activities Questions

| | QUESTION | ANSWER | EXAMPLE |
|----|--|---|---|
| 1. | What types of projects can be funded? | The Planning Grants Program allows for a range of activities that can be implemented and will accelerate housing production and streamline housing approvals. | Eligible activities include, but are not limited to, general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, local coastal plans, zoning ordinances, environmental analyses, local process improvements, and any other planning activities that can demonstrate a nexus to production. For more information, see Section 300 of the Guidelines. |
| 2. | Is a housing element update an eligible activity? | Yes. Senate Bill 2 allows for a broad range of planning activities, including housing element updates. However, since the housing element is not a priority policy area, the applicant must demonstrate a nexus to accelerating housing production (attachment 2 in the application). HCD encourages applicants to couple a housing element update with other short-term planning activities that have a strong implementation component such as those projects that would fall within a PPA. | Examples of coupling a housing element update with short-term implementation activities include: <ul style="list-style-type: none"> • rezoning to permit by-right housing on identified housing inventory sites • other housing element implementation such as modifying development standards or reducing fees |
| 3. | I am applying for funding to update my housing element, does HCD have any recommendations on how to fill out attachment 2? | To demonstrate a nexus to production, an application could pair the housing element with other short-term activities and utilize the anticipated outcomes from implementation actions in the housing element. | Examples of housing element implementation actions that can be used to demonstrate a nexus include quantified objectives from programs such as rezoning, modifying development standards, fee waivers and reductions, and permit process improvements. When possible, please quantify the anticipated results to demonstrate a nexus to accelerating housing production in attachment 2. |

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| 4. | Is a sites inventory an eligible activity? | The Planning Grants Program requires that funded activities have a strong implementation component and, where applicable, that planning documents be adopted by the locality. A sites inventory can be eligible when coupled with an activity more focused on implementation or as a subtask of a larger project. | Possible examples can include: <ul style="list-style-type: none"> • Sites inventory with a marketing and outreach plan to developers • Sites inventory with rezoning to permit by-right • Sites inventory with zoning incentives • Sites inventory with a robust infrastructure analysis and plan or implementing mechanism such as an Enhanced Infrastructure Financing District |
| 5. | Can I use the funding for studies on these topics? <ul style="list-style-type: none"> • infrastructure • sites availability • parking • inclusionary housing | Background studies such as site analysis, feasibility studies, parking studies, etc., can be eligible for funding when they are ancillary and part of a larger proposed activity. | Possible examples can include: <ul style="list-style-type: none"> • Feasibility study as part of a rezone program or a specific plan • Study identifies discrete improvements (e.g., replacement or upgrade of a sewer line) needed to expand infrastructure capacity and facilitate additional development • Preliminary design and cost sharing study for region. (i.e. storm drainage, irrigation undergrounding) • Parking study to support adding residential to existing downtown and LCP modification |
| 6. | Can I use the funding to do planning work on a specific site or a specific community in my locality? | Yes, as long as the site-specific work will yield a significant community-wide impact on housing throughout the jurisdiction. | Ways to broaden site-specific work to the level of a community-wide impact can include: <ul style="list-style-type: none"> • Overlay districts • Larger project-level specific plans • Site-specific planning documents to entitle housing projects that are of |

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|----|---------------------------------|--|--|
| | | | <p>substantial size compared to the jurisdiction's growth needs</p> <ul style="list-style-type: none"> • Development standards and zoning modifications that can apply to subsequent projects or other areas across the community such as downtown or transit corridor areas • Process improvement for a project that will yield an ongoing community-wide impact |
| 7. | Preservation-related activities | Affordable housing preservation related activities could be eligible when paired with additional activities that have a net positive effect on accelerating housing production. | <p>Possible examples can include:</p> <ul style="list-style-type: none"> • Downzoning hazardous areas while upzoning other areas or coupling other incentives that are strategic for housing • Downzoning areas to preserve affordable communities while upzoning other parts of a city • Implementing an anti-displacement ordinance while upzoning in other areas |
| 8. | Inclusionary housing | The statute allows for a range of planning activities, including planning documents for inclusionary requirements. However, all non-PPA activities such as inclusionary housing must demonstrate a nexus to accelerating production and cannot constrain development unless having a net and significant positive effect. Applicants are encouraged to couple activities like inclusionary housing with PPAs or other planning activities that demonstrate a stronger nexus to production. | <p>Possible examples can include:</p> <ul style="list-style-type: none"> • Streamlined permit process for inclusionary housing • Rezoning to permit multifamily by right • Adopting a specific plan with development and design standards and environmental review sufficient enough to allow subsequent tiering or streamlining |

Application Questions

| | QUESTION | ANSWER |
|----|--|---|
| 1. | What happens after I have submitted an application for review? | Once a jurisdiction has submitted their application, HCD will review for completeness, and that the applicant(s) meet threshold eligibility requirements. HCD intends to notify applicants within 30-60 days of HCD receiving the application regarding the status and if any additional information is needed for the application. When an applicant is approved for funding, HCD will issue an award letter and begin preparing and executing a standard agreement with the awardee. |
| 2. | What if I'm not sure if my project falls under a PPA? | As part of the TA program, regional liaisons, HCD, and OPR are available to identify eligible activities, brainstorm ideas, and answer any questions about PPAs or other activities. |
| 3. | I am applying for a project that falls under a PPA, do I still need to fill out attachment 2 (nexus to accelerating housing production)? | If you are applying for only an activity that falls under a PPA, you do not need to fill out attachment 2 (nexus). However, the project description must include a narrative about the anticipated outcomes for your project. For example, will this activity help increase certainty? Decrease the time it takes to get through the approval process? Decrease development costs? Increase housing units? Please include a description about what the anticipated outcomes you expect as a result of the project. For examples on this, please refer to the sample applications on the planning grant webpage. |
| 4. | How long should a project description be in Section E of the application? | The length of the project description will depend on the scope of work and should be summarized sufficiently enough to convey the overall objectives and primary steps necessary to complete the project. Additionally, project descriptions should sufficiently support the project timeline. |
| 5. | What happens if my application is denied? Do I need to resubmit an additional application? | Given that this is an over-the-counter process, HCD and TA providers will work with all localities to revise their applications to meet program requirements. Applicants will not need to resubmit as long as the application is not fundamentally altered within the authority granted by the resolution. Additionally, the Planning Grants Program TA teams are available to review draft applications before they are officially submitted. |

SB2 Planning Grants and Technical Assistance Program FAQs

| | | |
|-----|--|--|
| 6. | Can a locality apply for multiple projects on one application? | Yes. HCD is only accepting one application per jurisdiction. Please list all eligible projects you are applying for on one application. |
| 7. | What is the difference between "partner" and "other" in Section F of the application? | In scenarios where an applicant is partnering with another entity, "partner" is a way to identify which entity is responsible for each task. "Other" could be an entity that is responsible for a task that is part of the larger project, but the specific task is not funded by the Planning Grants Program. For example, an applicant may be supplementing funds from Caltrans or the Department of Conservation to complete specific tasks of a larger project and using SB2 Planning Grants funding to complete the remaining task of the larger project. Another example of "other" is when an applicant is collaborating with entities that are part of a larger project but not funded by the SB2 Planning Grants. |
| 8. | How detailed should the project timeline and budget in Section F of the application? | The project timeline should include high-level objectives (tasks) but be sufficiently detailed to demonstrate completion of the project. HCD will be reimbursing applicants based on the deliverables as stated in the Standard Agreement, which will be based on the project deliverables as shown in the application and the project description. An awardee can submit invoices for reimbursement quarterly based on deliverables completed in section F of the application. |
| 9. | Do I include the total cost for the project or only the grant amount I am requesting? | The budget should include an estimated total cost of the entire project and the total grant amount you are requesting. Please add the total cost of the entire project in the "notes" section of the project timeline and budget. |
| 10. | I need to add a few more items to the resolution, how can I do that while also making sure I follow the format recommended by HCD? | HCD strongly recommends that you follow the sample resolution provided in the application because it has been approved by HCD and includes all the information needed to process your application. If an applicant needs to add or change anything to the sample resolution, please refer to the resolution checklist on the Planning Grants webpage to maintain consistency with the sample resolution. |
| 11. | Attachment 1: State planning priorities – How many of the state or other planning priorities does an applicant need to demonstrate consistency with? | An applicant is required to self-certify that their locality has been consistent with at least one "state" or "other planning priority" listed in Attachment 1 of the application. HCD encourages applicants to certify additional actions that meet planning priorities that the locality has completed within the last five years. |



Atascadero City Council

Staff Report – Public Works Department

2019 Measure F-14 Pavement Rehabilitation Construction Award

RECOMMENDATIONS:

Council:

1. Award a construction contract for \$2,072,826 to Souza Construction, Inc. for the 2019 Measure F-14 Pavement Rehabilitation Project (Project No. C2018R01).
2. Authorize the City Manager to execute a construction contract with Souza Construction, Inc. for \$2,072,826 for the 2019 Measure F-14 Pavement Rehabilitation Project.
3. Authorize the City Manager to execute a contract for Construction Management and Materials Testing Services for a total not to exceed \$150,000.
4. Authorize the Director of Administrative Services to allocate an additional \$274,700 in Measure F-14 Fund balance to the 2019 Measure F-14 Pavement Rehabilitation Project.
5. Authorize the Director of Public Works to file a Notice of Completion with the County Recorder upon satisfactory completion of the Project.

DISCUSSION:

Background:

Sales Tax Measure F-14 was approved by voters in November 2014 to fund the repair, maintenance, and rehabilitation of City-maintained local roadways with a one-half cent sales tax over twelve years. A list of projects to be funded with Measure F-14 revenue is developed each budget cycle by employing the Critical Point Management technique with the City's Pavement Management Program. The roadway segments in the chart below are proposed to be included in the 2019 Measure F-14 Pavement Rehabilitation Project. A map showing these segments is also attached for reference (Attachment1).

Road Segments in Measure F-14 2019 Rehabilitation Project

| Road Segment | From | To | Length (ft.) | Width (ft.) | Area (sq. ft.) | 2019 PCI |
|-----------------|-----------------|-----------------|-----------------|----------------|-------------------|-------------|
| Balboa Rd | Graves Creek Rd | San Fernando Rd | 6,900 | 22 | 151,800 | 29 |
| Monterey Rd | Campo Rd | Del Rio Rd | 3,135 | 25 | 78,375 | 53 |
| Del Rio Rd | Monterey Rd | San Gregorio Rd | 715 | 23 | 16,445 | 57 |
| San Gregorio Rd | Del Rio Rd | Garcia Rd | 600 | 21 | 12,600 | 26 |
| Garcia Rd | San Gregorio Rd | Santa Cruz Rd | 2,695 | 24 | 64,680 | 49 |
| Navarette Ave | San Marcos Rd | Santa Lucia Rd | 3,290 | 21 | 69,090 | 26 |

Total: 17,335 392,990

The above roadway segments were identified in the current budget and 5-Year Capital Improvement Program (CIP). Originally, the small sections of Del Rio Road and San Gregorio Road were not included, but were added for continuity between Campo Road and Santa Cruz.

Design Analysis:

Wallace Group was hired to perform final design work and prepare construction plans and specifications for the project. Balboa Road and Navarette Road are proposed to be fully reconstructed using the Full Depth Reconstruction method with subgrade cement treatment. The Monterey Road, Del Rio Road, San Gregorio Road and Garcia Road segments will be rehabilitated using a combination of microsurfacing, localized digouts and asphalt overlay, depending upon current roadway conditions.

Staff was heavily involved in value engineering during the design process and worked closely with the consultants (Wallace Group and Earth Systems) to determine the appropriate level of treatment on each roadway. As part of the design process, each roadway segment was analyzed to determine if and where underlying structural issues existed, and where the pavement degradation was confined to the surface courses and could be remedied with a less costly treatment (overlay, microsurfacing, etc.). The design team worked together to pinpoint the worst areas, determine the causes of failure, (drainage issues, poorly compacted subgrade fill, insufficient structural section, etc.), and focus the major repairs at these locations. Where the roadways were deteriorated beyond what could be repaired using these rehabilitation efforts, Full Depth Reconstruction with cement treatment will be utilized as a cost-effective and less time-intensive alternative to full section reconstruction.

Bid Analysis:

The project was publicly bid starting June 25, 2019 for a minimum of 30 days in accordance with State Contracting Laws and Atascadero Purchasing Policies. A public bid opening occurred on July 25, 2019 and six bids were received ranging from \$2,072,826 to \$2,299,946. The bids were reviewed for accuracy and compliance with project bidding requirements, and the City Engineer has determined that Souza Construction, Inc. of San Luis Obispo is the lowest responsive bidder at \$2,072,826. Bidding was very competitive for this project and all bids were within 10% of the low bid.

The current budget provides \$2,525,300 in Measure F-14 monies for project funding. There has been an estimated \$215,000 to date for the design and bid phases of the project. The City will contract directly with a licensed land surveyor for survey monument perpetuation/preservation work, which is estimated at \$50,000. Other non-construction costs remaining include material testing, coordination, and inspection fees that are estimated to be \$170,000, or about 8% of construction costs. Staff is recommending contracting with qualified material testing and construction management firms for part-time inspection.

A standard contingency of 20% is customarily used for capital projects as a safeguard for quantity over-runs and if unknown conditions arise which require a change in plans. The risk for unknowns drops significantly on roadway projects if excavation is not a part of construction. In addition, estimated quantities for surface treatment projects such as this are based upon known pavement surface areas (microsurfacing) and known linear measurement (pavement markings), therefore the risk for actual versus estimated quantity deviation drops significantly. Given the thorough fieldwork performed during design, staff is recommending lowering the construction contingency to 14%, or \$292,174, of the construction contract amount.

During construction, some inconvenience is expected to vehicular and pedestrian traffic along the roadway segments. Specifically, Full Depth Reconstruction is expected to result in full closure of the affected roads to through traffic during cement treatment efforts. The contractor will be required to prepare a traffic control plan, and City staff will work with the contractor to minimize travel delays and impediments to driveways. Since the majority of the pavement rehabilitation will match existing grades, the number of driveways that will need to be removed and replaced is minimal. This will limit impacts to individual property owners. Property owners on each roadway segment will be notified of the construction schedule prior to work beginning.

Environmental Review:

The proposed project is Categorically Exempt (Class 1) from the provisions of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) pursuant to CEQA Guidelines Section 15301, because it is limited to repair and maintenance of existing facilities. A finding of exemption is on file in the project records.

FISCAL IMPACT:

The project is included in the current budget for \$2,525,300 in Measure F-14 Funding. However, staff estimates that project expenditures could be as high as \$2,800,000, or \$274,700 higher than the existing budget. The following summarizes the estimated project expenditures and funding sources:

| ESTIMATED EXPENDITURES | |
|---|---------------------|
| Design and Bid Phase | \$ 215,000 |
| Construction Contract | 2,072,826 |
| Survey Monument Perpetuation | 50,000 |
| Construction Inspection / Testing / Administration @ 8% | 170,000 |
| Construction Contingency @ 14% | 292,174 |
| Total Estimated Expenditures: | \$ 2,800,000 |

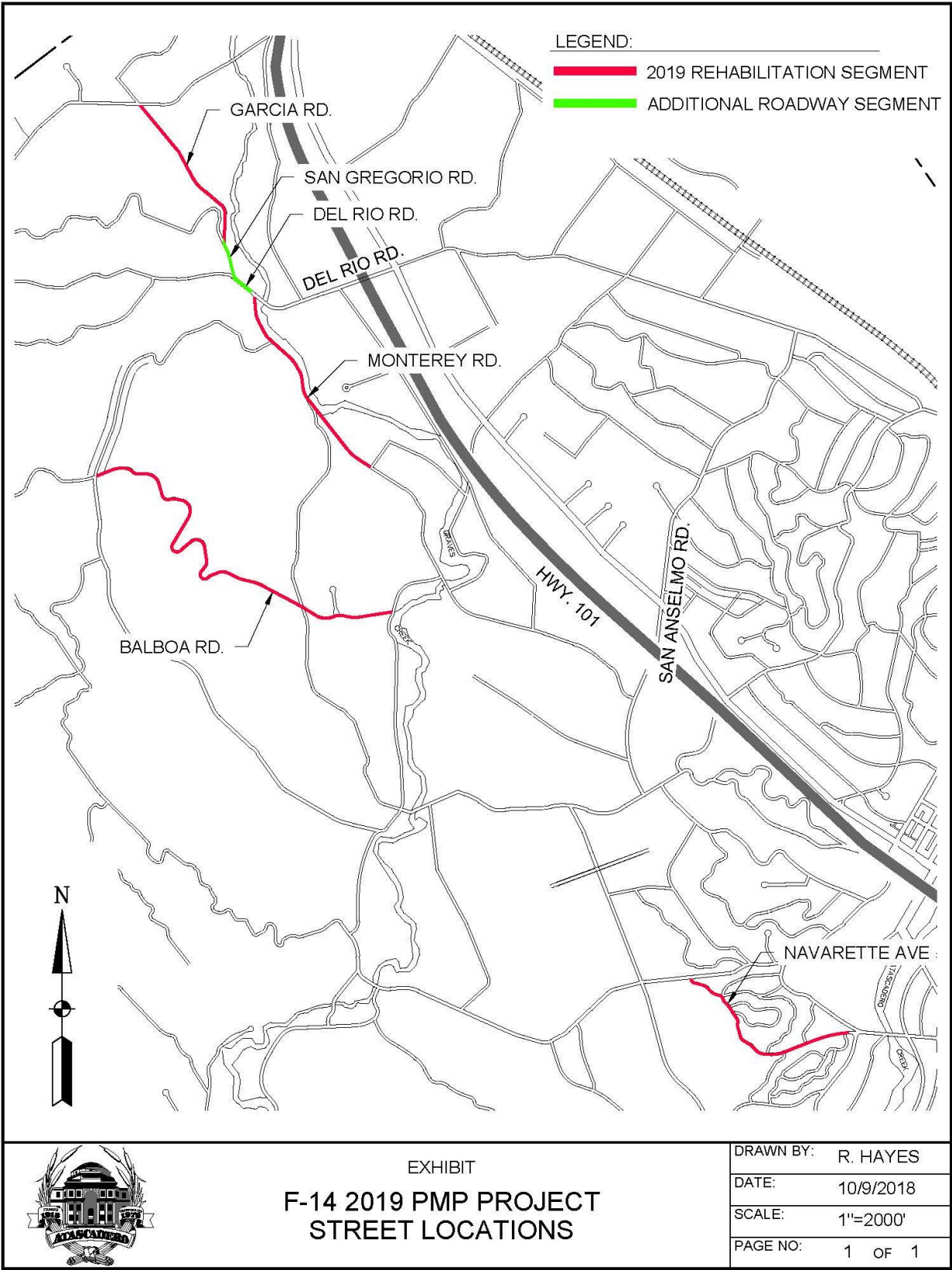
| BUDGETED FUNDING SOURCES | |
|---|--------------------|
| Measure F-14 Fund: 2019 Pavement Rehabilitation | \$2,525,300 |
| Measure F-14 Fund: Fund Balance Allocation | 274,700 |
| Total Budgeted Funding Sources: | \$2,800,000 |

ALTERNATIVES:


Staff does not recommend any alternatives. Council may direct staff to rebid the project, however, staff believes the bids received are highly competitive and pricing is reasonable. A rebid may result in higher bid proposals.

ATTACHMENTS:

1. Project Location Map
2. Bid Summary



City of Atascadero
Office of the City Clerk
Bid Summary

TO: Public Works
FROM: Amanda Muther, Deputy City Clerk 
BID NO.: 2019-005
OPENED: 7/26/2019
PROJECT: 2019 F-14 Pavement Rehab Project (C2018R01)

6 Bids were received and opened today, as follows:

| <u>Name of Bidder</u> | <u>Bid Total</u> |
|---|------------------|
| Souza Engineering Contracting, Inc. dba Souza Construction | \$2,072,826.00 |
| R. Burke Corporation | \$2,170,831.00 |
| CalPortland Construction | \$2,188,614.00 |
| Papich Construction | \$2,189,750.00 |
| Ferravanti Grading & Paving | \$2,199,088.00 |
| Granite Construction Company | \$2,299,946.00 |
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| | |



Atascadero City Council

Staff Report - Public Works Department

2019 Storm Drain Culvert Replacements Construction Award

RECOMMENDATIONS:

Council:

1. Reject the bid protest and waive bid variances, if any, in the bid by AAAA Engineering Contracting, Inc. as inconsequential.
2. Award a construction contract for \$288,838 to AAAA Engineering Contracting, Inc. for the 2019 Storm Drain Culvert Replacements Project (Project No. C2017E01).
3. Authorize the City Manager to execute a contract for \$288,838 with AAAA Engineering Contracting, Inc. for construction of the 2019 Storm Drain Culvert Replacements Project.
4. Authorize the Director of Administrative Services to reallocate up to \$37,000 in Drainage Facilities Fees from the Storm Drain and Culvert Improvement Program in the event that total project costs exceed \$348,000 for the 2019 Storm Drain Culvert Replacements Project.
5. Authorize the Director of Public Works to file a Notice of Completion with the County Recorder upon satisfactory completion of the project.

DISCUSSION:

Background:

During the winter storms of 2017 and 2018, a number of corrugated metal pipe (CMP) drainage culverts crossing roadways failed or were damaged from heavy rain events due to water flow and debris exceeding the capacity of these deteriorated pipes. As part of the 2019-2021 Budget, funds were set aside in the Storm Drainage Facilities Fees Funds to replace these damaged culverts with new increased capacity culverts. Replacing these undersized, damaged culverts provides increased pipe flow capacity to accommodate both the high demand seen in the winter storm events, but also future pipe flow demand.

Staff performed engineering design and prepared construction plans, specifications, and cost estimates to replace the failed and damaged roadway culverts. The work locations are as follows:

1. Santa Lucia Road at El Monte Road

2. Llano Road at Corriente Road
3. Santa Ana Road between Santa Lucia Road the Graves Creek Road
4. San Gabriel Road between San Marcos Road and Escondido Road
5. Carmelita Road at Barranco Road
6. El Camino Real at Plata Lane

Following the preparation of construction plans and specifications, staff solicited bids in May 2019. Seven bid proposals were received that ranged from \$243,769 to \$692,915. The low bid submitted by AAAA Engineering Contracting, Inc. (AAAA) contained irregularities in the bid proposal documents.

The City Attorney determined that most of the irregularities were immaterial or inconsequential to the bid process and could be waived by the City. However, enough issues were raised regarding the responsiveness of the apparent low bid by AAAA, and the second low bid was expected to exceed the budgeted amount once design, inspection and construction contingences were added that staff recommended the rejection of all bids for the project. On June 9, 2019, the City Council rejected all bids and directed staff to rebid the project.

Analysis:

Staff made several design revisions involving headwalls, pipe aprons, asphalt pavement sections, and extended working days in an effort to reduce overall costs, then rebid the project on July 5, 2019. Six bid proposals were received on July 30, 2019 that ranged from \$288,838 to \$555,380, with the low bid submitted by AAAA and the second low bid of \$291,740 submitted by Souza. Bids were reviewed for accuracy and compliance with project bidding requirements. A bid protest regarding the July 30th bids was submitted to the City. The City Engineer and City Attorney both reviewed the bid documents and the protest and determined that the variances, if any, were inconsequential, therefore the City Engineer has determined that AAAA Engineering Contracting, Inc. of Santa Margarita is the lowest responsive bidder at \$288,838.

If awarded, construction is anticipated to begin in September. The Contractor will be responsible for preparing and providing traffic control. Some inconvenience is expected to vehicular traffic, but City staff will work with the Contractor to minimize travel delays. With the exception of the location on El Camino Real, all storm drain locations are on low-volume roadways. Property owners in the project vicinity will be notified of construction schedules prior to work beginning.

Environmental Review:

The proposed project is Categorically Exempt (Class 1) from the provisions of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) pursuant to CEQA Guidelines Section 15301, because it is limited to repair and maintenance of existing facilities. A finding of exemption is on file in the project records.

FISCAL IMPACT:

The current Budget has \$348,000 in Drainage Facilities Fees Funds programmed for the project in FY19/20. There has been an estimated \$19,000 spent to date, mostly related to topographic land surveying activities. In addition to construction costs, there will be construction inspection, material testing, and administration costs during the construction phase. City staff will perform inspection and administration duties, while hired consultants will perform material testing. These activities are estimated to be up to \$20,000.

A standard contingency of 20% is customarily used for capital projects as a safeguard for quantity over-runs and if unknown conditions are discovered that require a change in plans. Staff recommends keeping this standard contingency (\$57,162) given the varying site conditions at the six different project locations. Unfortunately, this contingency amount summed with other project costs requires an additional \$37,000 in project funding.

To meet this potential funding shortfall, staff recommends reallocating up to \$37,000 in Drainage Facilities Fees from the Storm Drain and Culvert Improvement Program only in the event that total project costs exceed \$348,000 for the 2019 Storm Drain Culvert Replacements Project. The Storm Drain and Culvert Improvement Program and the 2019 Storm Drain Culvert Replacements Project have the same funding source. If total project costs do not exceed \$348,000, no reallocation will be necessary. This approach will not increase budget expenditures and will not affect the fund balance.

The following tables summarize the estimated expenditures and proposed funding for the project:

| ESTIMATED EXPENDITURES | |
|---|------------|
| Topographic Survey and Engineering Design | \$ 19,000 |
| Construction Contract | \$ 288,838 |
| Construction Inspection / Testing / Construction Admin. (~7%) | \$ 20,000 |
| Construction Contingency (~20%) | \$ 57,162 |
| Total Estimated Expenditures: | \$ 385,000 |

| PROPOSED FUNDING | |
|--|------------|
| Drainage Facilities Fees (Fund 282): 2019 Culvert Replacements | \$ 348,000 |
| Drainage Facilities Fees (Fund 282): Storm Drain & Culvert Program Reallocation (only if project costs exceed \$348,000) | \$ 37,000 |
| Total Proposed Funding: | \$ 385,000 |

ALTERNATIVES:

Council has several alternatives to staff recommendations as follows:

1. Funding Shortfall: Council may consider reducing the construction contingency to \$20,162 (~7%) to keep estimated expenditures within project budget. If chosen, this alternative will require staff to seek Council approval for any work that may exceed this contingency amount.

2. Cancel or delay project: This is not recommended since the culvert conditions for all six locations are in severe need of repair and will likely deteriorate further during normal winter weather.

ATTACHMENT:

1. Bid Summary
2. Letter to Souza Regarding Bid Protest (with attachments)

City of Atascadero

Office of the City Clerk

Bid Summary

TO: Public Works
 FROM: Amanda Muther, Deputy City Clerk
 BID NO.: 2019-005
 OPENED: 7/30/2019
 PROJECT: 2019 Storm Drain Culvert Replacements (C2017E01) REBID



6 Bids were received and opened today, as follows:

| <u>Name of Bidder</u> | <u>Bid Total</u> |
|---|------------------|
| AAAA Engineering Contracting, Inc. | \$288,838.00 |
| Souza Engineering Contracting, Inc. dba Souza Construction | \$291,740.00 |
| R. Baker, Inc. | \$307,762.00 |
| R. Burke Corporation | \$319,590.00 |
| S. Chaves Construction, Inc. | \$357,567.85 |
| Whitaker Construction Group, Inc. | \$555,380.00 |
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CITY OF ATASCADERO

PUBLIC WORKS DEPARTMENT

6500 Palma Avenue, Atascadero CA 93422
(805) 470-3456 | publicworks@atascadero.org

August 6, 2019

VIA EMAIL AND US MAIL

Will Stoudenmire
Estimator/Project Manager
Souza Construction, Inc.
P.O. Box 3810
San Luis Obispo, CA 93403

RE: BID PROTEST FOR 2019 STORM DRAIN CULVERT REPLACEMENT PROJECT REBID

Dear Mr. Stoudenmire:

I am responding to your email of August 5, 2019 protesting the bid of AAAA Engineering Contracting, Inc. ("AAAA"). I have attached a copy of your email and the bid proposal from AAAA for reference. I have consulted with City Attorney, Brian Pierik, and he has requested that I advise you of the following.

First, your email states the Weston Arthurs is identified as the "Bidder". In fact, there are multiple locations in AAAA's bid that identify the bidder as AAAA, and several other locations that identify Weston Arthurs as the President of AAAA. In some locations (see page 19 for example), the bid forms have a line for "Signature and Title of Bidder" (see page 19 for example) and Mr. Arthurs correctly completed by signing his name and inserting his title. Thus, it is clear that the "Bidder" is AAAA and that Mr. Arthurs is the President of AAAA. To suggest otherwise is putting form over substance.

Second, your email states that the Proposal Guaranty Agreement requires Bidders to specify the type of bond to be submitted with the bid, and that AAAA failed to provide the specific bond type to be submitted with its bid. In fact, the next page of the bid (see page 24) is a Bidder's Bond issued by Contractor's Bonding and Insurance Company. Thus, it is clear what type of bond has been submitted by AAAA.

For the above reasons, the bid by AAAA is responsive to the bid requirements. However, even if there were an irregularity in the bid by AAAA, a public entity may accept a bid that is not strictly responsive to the bid documents. See Valley Crest Landscape, Inc. v. City Council (1996) 41 Cal.App.4th 1432, 1440-1441 in which the Court states:

"A basic rule of competitive bidding is that bids must conform to specifications, and that if a bid does not so conform, it may not be accepted. [Citations.] However, it is further well established that a bid which substantially conforms to a call for bids may, though it is not strictly responsive, be accepted if the variance cannot have affected the amount of the bid or given the bidder an advantage or benefit not allowed other bidders or, in other words, if the variance is inconsequential."

Here, the issues raised in your email do not affect the amount of the AAAA bid and do not give AAAA an advantage or benefit not allowed other bidders. Thus, even if the issues raised in your email would be considered a variance from the bid requirements, the variance is inconsequential and the bid may be accepted by the City.

For the above reasons, I intend to recommend to the City Council at its meeting on August 13, 2019 (at 6:00 pm to be held at the Atascadero City Hall) that the City Council reject the Souza bid protest and award the construction contract for the project to AAAA. If you wish, you may attend this City Council meeting to present your position on these issues.

If you should have any further questions regarding this matter, please contact me at 805-470-3456 or ndebar@atascadero.org.

Sincerely,



Nicholas D. DeBar, PE
Director of Public Works/City Engineer

Enclosures

xc: Brian Pierik, City Attorney
File: C2019E01

Nick DeBar

From: Will Stoudenmire <wills@souzaconstructioninc.com>
Sent: Monday, August 5, 2019 8:49 AM
To: Nick DeBar
Cc: Stuart Souza; Steve Souza; Tess Ramirez
Subject: Rebid - 2019 Storm Drain Culvert Replacements - Protest

Follow Up Flag: Follow up
Flag Status: Flagged

Nick,

Souza Construction protests the bid of the apparent low bidder, AAAA Engineering Inc. AAAA failed to complete the bid book in its entirety as multiple fatal flaws have been identified. Once again Weston Arthurs was identified as the "Bidder". Weston Arthurs cannot be the "Bidder," and the information provided in the address section is incorrect. This same irregularity appears on page 10 where Weston Arthurs incorrectly signs as the "Bidder," which he may not do because he does not hold a Contractor's License. As written, the bid was submitted by an entity without a valid contractor's license.

The Form that contains the Proposal Guaranty Agreement and requires Bidders to specify the type of bond to be submitted with the bid. AAAA failed to provide the specific bond type to be submitted with its bid.

AAAA submission is wholly nonresponsive in this section. Guaranties are absolutely essential terms to any bid, and AAAA has not provided this essential and material information. AAAA has also failed to follow directions which has left their proposal nonresponsive and subject to rejection.

AAAA's bid as submitted is anything but responsive and shall be rejected completely. Not only does it suffer from multiple fatal errors on its face, but the lack of attention to detail should cause some concern for the City of Atascadero. Souza respectfully requests that the City of Atascadero deem Weston Arthur's/AAAA's bid nonresponsive, vacate the award of the bid, and award it to the next lowest responsible bidder.

IF you have any questions, please do not hesitate to contact me, either via email or phone.

Sincerely,

Will Stoudenmire
Estimator/Project Manager
Souza Construction Inc.
P.O. Box 3810
San Luis Obispo, CA 93403
PH: 805-546-8288 CL: 805-235-9624
wills@souzaconstructioninc.com



BID SUBMITTAL FORM #1 OF 16

**PROPOSAL TO
THE CITY OF ATASCADERO
Rebid - 2019 Storm Drain Culvert Replacements**

NAME OF BIDDER AAAA Engineering Contracting INC
BUSINESS MAILING ADDRESS PO BOX 3240
CITY, STATE, ZIP Atascadero CA 93423
BUSINESS STREET ADDRESS _____
CONTRACTOR'S LICENSE NUMBER AND CLASSIFICATION 913871 A
TELEPHONE NO: (805) 712-7444
EMAIL: AAAAengcontinc@gmail.com

The work for which this Proposal is submitted is for construction in accordance with the Special Provisions (including the payment of not less than the State General Prevailing Wage Rates or the Federal minimum wage rates when set forth herein), the Plans described below, including any addenda thereto, the contract annexed hereto for use in connection with Caltrans Standard Specifications dated May 2015 and Standard Plans Dated May 2015 and Labor Surcharge and Equipment Rental Rates.

The Plans and Special Provisions for the work to be done are entitled:

Rebid - 2019 Storm Drain Culvert Replacements, Project No. C2017E01

To the HONORABLE MAYOR and MEMBERS OF THE CITY COUNCIL of the CITY OF ATASCADERO, California.

Ladies and Gentlemen:

The undersigned as Bidder declares that he/she has carefully examined the location of the proposed work above described, read and examined the Contract Documents, and Addendum/Addenda (List Addenda Received: __, __, __, __) therefor, read the Notice to Contractors, the Proposal Requirements, including the Standard Specifications, and hereby proposes and agrees, if this Proposal is accepted by the City, to furnish all materials and services required to do all the work required to complete the said construction in accordance with the Contract Documents in the time stated herein, for the unit prices and/or lump sum prices given below:

BIDDER Weston Arthuris

BID SUBMITTAL FORM #2 OF 16

Rebid - 2019 Storm Drain Culvert Replacements, Project No. C2017E01

| SCHEDULE A - GENERAL WORK ITEMS | | | | | |
|---------------------------------|-------------------------|----------|------|--------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Mobilization | 1 | LS | 17,000 | 17,000 |
| 2 | Traffic Control | 1 | LS | 10,000 | 10,000 |
| 3 | Water Pollution Control | 1 | LS | 2,200 | 2,200 |
| SUBTOTAL | | | | \$ 29,200.00 | |

| SCHEDULE B - SANTA LUCIA ROAD @ EL MONTE ROAD | | | | | |
|---|---|----------|------|--------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Remove and Reinstall Existing 5' Wildlife Fence | 40 | LF | 16.00 | 640.00 |
| 2 | Remove and Reinstall Existing Street Sign | 1 | EA | 250.00 | 250.00 |
| 3 | Slope Reconstruction (Import) | 50 | CY | 80.00 | 4,000.00 |
| 4 | Remove Existing Concreted Rock Slope Protection | 1 | LS | 1,200.00 | 1,200.00 |
| 5 | Remove Existing 36" and 48" CMP Storm Drain Culvert Pipes | 150 | LF | 12.50 | 1,875.00 |
| 6 | Install 48" HDPE Storm Drain Pipe | 140 | LF | 116.00 | 16,240.00 |
| 7 | Slurry Backfill | 75 | CY | 175.00 | 13,125.00 |
| 8 | Construct Concrete Headwall (Double 48" Storm Drain Pipe) | 1 | EA | 18,448.00 | 18,448.00 |
| 9 | Coordinate with AMWC for Water Main Replacement | 1 | LS | 2,500.00 | 2,500.00 |
| 10 | Class 2 Base | 20 | CY | 200.00 | 4,000.00 |
| 11 | Asphalt Pavement (3" Section) | 20 | TN | 350.00 | 7,000.00 |
| 12 | Construct New HMA Dike (Type A) | 30 | LF | 45.00 | 1,350.00 |
| 13 | Rock Slope Protection (Class IV) | 18 | CY | 200.00 | 3,600.00 |
| SUBTOTAL | | | | \$ 74,228.00 | |

| SCHEDULE C - LLANO ROAD @ CORRIENTE ROAD | | | | | |
|--|--|----------|------|------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Remove existing 48" CMP Storm Drain Pipe | 50 | LF | 12.50 | 625.00 |
| 2 | Install 48" HDPE Storm Drain Pipe | 50 | LF | 181.10 | 9,055.00 |
| 3 | Slurry Backfill | 20 | CY | 175.00 | 3,500.00 |
| 4 | Construct Concrete Headwall (L-Type, 48" Pipe) | 1 | EA | 14,212.00 | 14,212.00 |
| 5 | Class 2 Base (6" Section) | 5 | CY | 200.00 | 1,000.00 |
| 6 | Asphalt Pavement (3" Section) | 4 | TN | 300.00 | 1,200.00 |
| SUBTOTAL | | | | \$ | 29,592.00 |

| SCHEDULE D - SANTA ANA ROAD NEAR GRAVES CREEK ROAD | | | | | |
|--|--|----------|------|------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Remove Existing 36" CMP Storm Drain Pipe | 60 | LF | 12.50 | 750.00 |
| 2 | Install 36" HDPE Storm Drain Pipe | 54 | LF | 158.00 | 8,532.00 |
| 3 | Slurry Backfill | 12 | CY | 175.00 | 2,100.00 |
| 4 | Class 2 Base (6" Section) | 5 | CY | 200.00 | 1,000.00 |
| 5 | Asphalt Pavement (3" Section) | 4 | TN | 300.00 | 1,200.00 |
| 6 | Rock Slope Protection (Facing Class) | 15 | CY | 200.00 | 3,000.00 |
| SUBTOTAL | | | | \$ | 16,582.00 |

| SCHEDULE E - SAN GABRIEL ROAD NEAR ESCONDIDO ROAD | | | | | |
|--|---|----------|------|---------------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Remove and Reinstall Existing Barbed Wire Fence | 30 | LF | 16.00 | 480.00 |
| 2 | Remove and Reinstall Existing Welded Steel Pipe Fence | 20 | LF | 30.00 | 600.00 |
| 3 | Remove Existing Concrete Headwall | 2 | EA | 2,500.00 | 5,000.00 |
| 4 | Remove Existing 36" and 34" CMP Storm Drain Culvert Pipes | 120 | LF | 12.50 | 1,500.00 |
| 5 | Install 30" HDPE Storm Drain Pipe | 80 | LF | 140.00 | 11,200.00 |
| 6 | Slurry Backfill | 25 | CY | 140.00 | 3,500.00 |
| 7 | Construct Concrete Headwall (Straight, Double 30" Pipe) | 1 | EA | 8,576.00 | 8,576.00 |
| 8 | Class 2 Base (6" Section) | 8 | CY | 200.00 | 1,600.00 |
| 9 | Asphalt Pavement (3" Road Section) | 8 | TN | 300.00 | 2,400.00 |
| 10 | Asphalt Paveout (3" Overside Drain and Under Berm) | 240 | SF | 15.00 | 3,600.00 |
| 11 | Construct New HMA Dike (Type E) | 65 | LF | 45.00 | 2,925.00 |
| 12 | Rock Slope Protection (1/4 Ton) | 16 | CY | 200.00 | 3,200.00 |
| SUBTOTAL | | | | \$ 44,581.00 | |

| SCHEDULE F - CARMELITA ROAD @ BARRANCO ROAD | | | | | |
|--|--|----------|------|---------------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Remove Existing 42" CMP Storm Drain Pipe | 30 | LF | 12.50 | 375.00 |
| 2 | Install 36" HDPE Storm Drain Pipe | 30 | LF | 170.00 | 5,100.00 |
| 3 | Slurry Backfill | 10 | CY | 140.00 | 1,400.00 |
| 4 | Modify Existing Headwall | 1 | EA | 2,200.00 | 2,200.00 |
| 5 | Class 2 Base (6" Section) | 12 | CY | 200.00 | 2,400.00 |
| 6 | Asphalt Pavement (3" Section) | 10 | TN | 350.00 | 3,500.00 |
| 7 | Construct Concrete Curb | 26 | LF | 60.00 | 1,560.00 |
| SUBTOTAL | | | | \$ 16,535.00 | |

| SCHEDULE G - EL CAMINO REAL @ PLATA LANE | | | | | |
|--|--|----------|------|--------------|------------|
| BID ITEM NO. | BID ITEM | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
| 1 | Remove Existing 24" CMP Storm Drain Pipe | 180 | LF | 12.50 | 2,250.00 |
| 2 | Remove Existing 4' x 7' Junction Structure | 1 | LS | 3,700.00 | 3,700.00 |
| 3 | Install 24" HDPE Storm Drain Pipe | 170 | LF | 140.00 | 23,800.00 |
| 4 | Slurry Backfill | 70 | CY | 175.00 | 12,250.00 |
| 5 | Modify Existing Storm Drain Structure for New Connection | 1 | LS | 5,700.00 | 5,700.00 |
| 6 | Construct New 5' x 8' Concrete Junction Structure | 1 | EA | 5,600.00 | 5,600.00 |
| 7 | Class 2 Base (8" Section) | 25 | CY | 225.00 | 225.00 |
| 8 | Asphalt Pavement (4" Section) | 20 | TN | 300.00 | 6,000.00 |
| 9 | Construct Concrete Curb (w/ Curb Inlet) | 22 | LF | 160.00 | 3,520.00 |
| 10 | Construct Concrete Spandrel | 215 | SF | 45.00 | 9,675.00 |
| SUBTOTAL | | | | \$ 78,120.00 | |

Subtotal Schedule A – General: 29,200.00

Subtotal Schedule B – Santa Lucia Road: 74,228.00

Subtotal Schedule C – Llano Road: 29,592.00

Subtotal Schedule D – Santa Ana Road: 16,582.00

Subtotal Schedule E – San Gabriel Road: 44,581.00

Subtotal Schedule F – Carmelita Road: 16,535.00

Subtotal Schedule G – El Camino Real: 78,120.00

Bid Total: \$ 288,838.00

LS = Lump Sum SF = Square Feet EA = Each LF = Linear Feet TN = Ton CY = Cubic Yards
*NOTE: In case of error in extension of price into the total price column, the unit price will govern.

Bidder: Weston Arthurs

BID SUBMITTAL FORM #3 OF 16

MATERIAL SUBSTITUTION REQUEST

You may supply any of the materials specified or offer an equivalent. Section 2-1.14 of the Special Provisions require substitution requests be made in writing prior to award. This form is included for your convenience. Please indicate all "or equal" substitution requests below for review by the Engineer.

| BID ITEM NUMBER | ITEM SPECIFIED | REQUESTED SUBSTITUTION (Please indicate manufacturer, model number, etc.) |
|--------------------|----------------|--|
|--------------------|----------------|--|

None,

BID SUBMITTAL FORM #4 OF 16

*(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION
OF THIS BID SHALL ALSO CONSTITUTE AN ENDORSEMENT
AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A
PART OF THIS BID)*

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder AAAA Engineering Contracting Inc,
proposed _____, subcontractor

_____, hereby certifies that he has
☒ , has not _____, participated in a previous contract or subcontract subject to the
equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246,
and that, where required, he has filed with the Joint Reporting Committee, the Director
of the Office of Federal Contract Compliance, a Federal Government contracting or
administering agency, or the former President's Committee on Equal Employment
Opportunity, all reports due under the applicable filing requirements.

Note: The above certification is required by the Equal Employment Opportunity Regulations of the
Secretary of Labor (41 CFR 60-1.7(b) (1)), and must be submitted by bidders and proposed
subcontractors only in connection with contracts and subcontracts which are subject to the equal
opportunity clause. Contracts and subcontracts which are exempt from the equal opportunity
clause are set forth in 41 CFR 60-1.5. (Generally only contracts or subcontracts of \$10,000 or
under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their
implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or
subcontract subject to the Executive Orders and have not filed the required reports should note
that 41 CFR 60-1.7(b) (1) prevents the award of contracts and subcontracts unless such
contractor submits a report covering the delinquent period or such other period specified by the
Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S.
Department of Labor.

BID SUBMITTAL FORM #5 OF 16

LABOR NONDISCRIMINATION

Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of the race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons, except as provided in Section 12940 of the Government Code, and every contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

BID SUBMITTAL FORM #6 OF 16

PUBLIC CONTRACT CODE

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has _____, has not X been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a check mark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Bid. Signing this Bid on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

BID SUBMITTAL FORM #7 OF 16

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No X

If the answer is yes, explain the circumstances in the following space.

BID SUBMITTAL FORM #8 OF 16

Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Bid. Signing this Bid on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

BID SUBMITTAL FORM #9 OF 16

**CONTRACTOR'S/SUBCONTRACTOR'S CERTIFICATION
CONCERNING STATE LABOR STANDARDS AND PREVAILING WAGES**

All contractors and subcontractors shall give the following certification to the grantee and forward this certification to the grantee within 10 days after the execution of any contract or subcontract.

- A. "I am aware of the provisions of Section 1720 et seq. of the California Labor Code which requires that the State prevailing wage rate shall be paid to employees where this rate exceeds the Federal wage rate."
- B. "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this contract."
- C. "It is further agreed that, except as may be provided in Section 1815 of the California Labor Code, the maximum hours a worker is to be employed is limited to eight hours a day and 40 hours a week and the subcontractor shall forfeit, as a penalty, \$25 for each worker employed in the execution of the subcontract for each calendar day during which a worker is required or permitted to labor more than eight hours in any calendar day or more than 40 hours in any calendar week."

(Contractor/Subcontractor)

By W.A. Weston Arthurs President 7/30/19
(Signature) (Printed Name and Title) (Date)

BID SUBMITTAL FORM #10 OF 16

Noncollusion Affidavit

(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

To the CITY OF ATASCADERO DEPARTMENT OF PUBLIC WORKS

In conformance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Noncollusion Affidavit is part of the Bid. Signing this Bid on the signature portion thereof shall also constitute signature of this Noncollusion Affidavit.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

BID SUBMITTAL FORM #11 OF 16

By my signature on this bid I certify, under penalty of perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code Sections 10162, 10232 and 10285.1 are true and correct and that the bidder has complied with the requirements of Section 8103 of the Fair Employment and Housing Commission Regulations (Chapter 5, Title 2 of the California Administrative Code). By my signature on this Bid I further certify, under penalty of perjury under the laws of the State of California and the United States of America, that the Noncollusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

W.D. Preselt
Signature and Title of Bidder

AAAA Engineering Contracting Inc P.O BOX 3240 Atascadero, CA 93423
Company Name and Address

7/30/19
Date

Proposal Submittal - to be considered Responsive must include all of the following:

| | | Bidder Initials | City Use |
|-----|---|--------------------|---------------|
| 1. | Proposal Form | <u>WA</u> | <u> </u> |
| 2. | Bid Sheet(s) | <u>WA</u> | <u> </u> |
| 3. | Material Substitution Request | <u>WA</u> | <u> </u> |
| 4. | Equal Employment Opportunity Certification | <u>WA</u> | <u> </u> |
| 5. | Labor Nondiscrimination Statement | <u>WA</u> | <u> </u> |
| 6. | Public Contract Code Section 10285.1 Statement | <u>WA</u> | <u> </u> |
| 7. | Public Contract Code Section 10162 Questionnaire | <u>WA</u> | <u> </u> |
| 8. | Public Contract Code Section 10232 Statement | <u>WA</u> | <u> </u> |
| 9. | Contractor's/Subcontractor's Certification -Prevailing Wage | <u>WA</u> | <u> </u> |
| 10. | Noncollusion Affidavit | <u>WA</u> | <u> </u> |
| 11. | Bid Proposal Signature Page | <u>WA</u> | <u> </u> |
| 12. | Designated Subcontractor Information Sheet | <u>WA</u> | <u> </u> |
| 13. | Proposal Guaranty Agreement | <u>WA</u> | <u> </u> |
| 14. | Contractor's Licensing Statement | <u>WA</u> | <u> </u> |
| 15. | Workers' Compensation Insurance Certificate | <u>WA</u> | <u> </u> |
| 16. | City of Atascadero Bidders List Information | <u>WA</u> | <u> </u> |

BID SUBMITTAL FORM #12 OF 16

DESIGNATED SUBCONTRACTOR INFORMATION SHEET

The Contractor shall set forth the following information on the "Designated Subcontractor Information Sheet," the name and location of the place of business, telephone and email address, license number and classification of each subcontractor who will perform work or labor or render service to the undersigned in or about the construction of the work to be performed. That portion of the work which will be done by such subcontractor for each subcontract shall be listed by **individual item number, percent of item, dollar amount of item and brief description**. Per SB 854 (Stat.2014, Chapter 28), no contractor or subcontractor may work or be listed on a bid proposal unless registered with the DIR.

(1) No Subcontractors
Name _____

Address _____

City, State, Zip _____

Phone Number _____

Email address _____

License Number and Classifications _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

(2) _____

Name _____

Address _____

City, State, Zip _____

Phone Number _____

email address _____

License Number and Classifications _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item _____

CAUTION!
FAILURE TO FILL OUT THIS FORM COMPLETELY, ACCURATELY AND
LEGIBLY WILL CAUSE YOUR BID TO BE CONSIDERED NON-RESPONSIVE

(3) _____
Name _____

Address _____

City, State, Zip _____

Phone Number _____

Email address _____

License Number and Classifications _____

| () | () | () |
|---------------------------|-----------------|---------------|
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |

(4) _____
Name _____

Address _____

City, State, Zip _____

Phone Number _____

email address _____

License Number and Classifications _____

| () | () | () |
|---------------------------|-----------------|---------------|
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |
| () | () | () |
| Item No | Percent of Item | Dollar Amount |
| Description of Above Item | | |

CAUTION!
FAILURE TO FILL OUT THIS FORM COMPLETELY, ACCURATELY AND
LEGIBLY WILL CAUSE YOUR BID TO BE CONSIDERED NON-RESPONSIVE

NOTE: This form may be reproduced and attached behind this page to list more subcontractors.

(5) _____
Name

Address

City, State, Zip

Phone Number

Email address

License Number and Classifications

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

(6) _____
Name

Address

City, State, Zip

Phone Number

email address

License Number and Classifications

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

() () ()
Item No Percent of Item Dollar Amount

Description of Above Item

By WA
Bidder's Signature

CAUTION!
FAILURE TO FILL OUT THIS FORM COMPLETELY, ACCURATELY AND
LEGIBLY WILL CAUSE YOUR BID TO BE CONSIDERED NON-RESPONSIVE

BID SUBMITTAL FORM #13 OF 16

**PROPOSAL
GUARANTY AGREEMENT**

Accompanying this Proposal is _____ (insert "\$" _____ cash", "Cashiers's check", "Certified check", or "Bidder's Bond", as the case may be) in the amount equal to at least ten percent (10%) of the total bid.

The undersigned further agrees that in case of default in executing the required contract together with the necessary bonds within the period of time provided by the Proposal Requirements, the proceeds of the security accompanying this bid shall become the property of the CITY OF ATASCADERO, California, and this Proposal and the acceptance thereof may be considered null and void.

Licensed in accordance with an act providing for registration of contractors, License No. 913871 A

WJA

Signature of Bidder

Weston Arthurs

Typed or Printed Signature

(If an individual, so state. If a partnership, state the firm name and give the names of all individuals who are co-partners composing the firm. If a corporation, state legal name of corporation, also names of president, secretary, and treasurer thereof.)

AAAA Engineering Contracting, Inc

Weston Arthurs President

Jesse Arthurs Vice President

Norma Arthurs Secretary/Treasurer

P.O Box 3240 Atascadero, CA 93423

Business Address

Dated: July 30 2019

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, AAAA ENGINEERING CONTRACTING, INC.

_____ as Principal, and
CONTRACTORS BONDING AND INSURANCE COMPANY as Surety
 (hereinafter referred to as Surety), are held firmly bound unto the CITY OF ATASCADERO, State of California (hereinafter called "City") in the penal sum of Ten Percent (10%) of the total aggregate amount of the bid of the Principal above named, submitted by said Principal to City for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. Surety hereby warrants that it is authorized to transact surety business in the State of California and that it is listed in the current Insurance Organizations Authorized By The Insurance Commissioner To Transact Business of Insurance In The State Of California published by the Department of Insurance, State of California or successor publications. In no case shall the liability of the Surety hereunder exceed the sum of TEN PERCENT OF GREATER AMOUNT BID
 _____ DOLLARS, (\$ 10%). The condition of this obligation is such that a bid to City for certain construction specifically described as follows:

Rebid - 2019 Storm Drain Culvert Replacements, Project No. C2017E01

for which bids are to be opened on , has been submitted by Principal to City.

NOW, THEREFORE, if the aforesaid Principal shall not withdraw said bid within the period therein after the opening of the same, or, if no period be specified within sixty (60) days after said opening, and shall within the period specified therefor, or, if no period be specified, within eight (8) calendar days after the prescribed forms are presented to him for signature, enter into a written Contract with City, in the prescribed form, in accordance with the bid as accepted, and file the two Bonds with City, one to guarantee faithful performance and the other to guarantee payment for labor and materials, as required by law, then this obligation shall be null and void; otherwise, it shall remain in full force, virtue, and effect.

Said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of said bid, Contract, the work to be performed thereunder, or the Specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any change, extension, alteration, or addition.

It is hereby agreed that any progress payment made after the scheduled completion date will not constitute a waiver of any liquidated damages heretofore agreed upon.

Rebid - 2019 SD Culvert Replacements
Project No. C2017E01

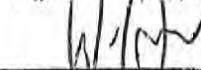
In the event suit is brought upon said Bond the prevailing party shall recover all costs incurred in such suit, including a reasonable attorney's fee to be fixed by the Court.

Death, Bankruptcy, Receivership, Going Out of Business for any reason, or incompetence of the Principal shall not relieve the Surety of its obligations hereunder.

AAAA ENGINEERING CONTRACTING, INC.

Name of Principal

Dated JULY 25, 2019



(Seal)

Signature of Principal WESTON T. ARTHURS, PRESIDENT

CONTRACTORS BONDING AND INSURANCE COMPANY

Name of Surety

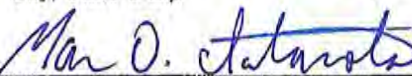
111 PACIFICA, SUITE 350

Address

IRVINE, CA 92618

City, State & Zip

Dated JULY 25, 2019



(Seal)

Signature of Surety's Attorney-in-fact

MARK D. IATAROLA, ATTORNEY-IN-FACT

Surety's Agent for Service of Process (located within the State of California):

MALONEY AND ASSOCIATES

Name of Agent

435 WEST GRAND AVENUE

Address

ESCONDIDO, CA 92025

City, State & Zip

760/738-2610

Telephone Number

MIATAROLA@MALONEYBONDS.COM

Email

NOTE: Signatures of those executing for Surety MUST be properly acknowledged

Note: This form may be reproduced for transmittal to the Surety for execution and attached to the front of this the original Bid Bond Form.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of SAN DIEGO }

On 7/25/2019 before me, SANDRA FIGUEROA, NOTARY PUBLIC
Date Here Insert Name and Title of the Officer

personally appeared MARK D. IATAROLA
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(ies), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *[Signature]*
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: MARK D. IATAROLA

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☒ Attorney in Fact

☐ Trustee ☐ Guardian of Conservator

☐ Other: _____

Signer is Representing: _____

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian of Conservator

☐ Other: _____

Signer is Representing: _____



POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company and/or Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Mark D. Iatarola, John G. Maloney, Helen Maloney, Sandra Figueroa, jointly or severally

in the City of Escondido, State of California its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company and/or Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 3rd day of July, 2019.



**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: B. W. Davis
Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

On this 3rd day of July, 2019, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company and/or Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Gretchen L. Johnnigk
Gretchen L. Johnnigk Notary Public



CERTIFICATE

I, the undersigned officer of **RLI Insurance Company and/or Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company and/or Contractors Bonding and Insurance Company** this 25TH day of JULY, 2019.

**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Jean M. Stephenson
Jean M. Stephenson Corporate Secretary

BID SUBMITTAL FORM #14 OF 16

CONTRACTOR'S LICENSING STATEMENT

I declare under penalty of perjury under the laws of the State of California that the following is true and correct. Executed in the City of Santa Margarita this 30th day of July, 2019.

The undersigned is licensed in accordance with the laws of the State of California providing for the registration of the Contractors.

Contractor's License Number and expiration date: 913871 A 04/30/2020

Name of Individual Contractor (print or type): _____

Signature of Contractor: _____

Business Address: _____

or

Name of Firm: _____

Business Address: _____

Business Telephone: _____

Signature, title, and address of members signing on behalf of the partnership:

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

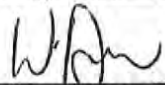
Address: _____


or

Name of Corporation: AAAA Engineering Contracting, INC

Business Address: P.O Box 3240 Atascadero, CA 93423

Corporation organized under the laws of the State of California


Signature of President of Corporation


Signature of Secretary of Corporation

BID SUBMITTAL FORM #15 OF 16

WORKERS' COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Section 1861:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract.

7/30/19 AAAA Engineering Contracting, INC
(Date) (Contractor)

By: W.Du
(Signature)

By: President
(Title)

Attest:

By: [Signature]
(Signature)

By: Vice President
(Title)

BID SUBMITTAL FORM #16 OF 16

**CITY OF ATASCADERO
Bidders List Information**

All bidders/proposers are required to provide the following information for all DBE and non-DBE contractors, who provided a proposal, bid, quote, or were contracted by the proposed prime. This information is also required from the proposed prime contractor. The CITY OF ATASCADERO will use this information to maintain and update a "Bidders" list to assist in the overall annual goal DBE goal settings process. **The information shall not be used in determining the validity of the bids.** *To the extent permitted by law, all information submitted will be held in strict confidence and will not be shared without your consent. This form shall be filled out as completely as possible and turned in with your bid.*

(1) Name: AAAA Engineering Contracting Inc
Address: PO Box 3240
Atascadero CA 93423
Phone: 805 460 6699
Fax: 805 460 6983
Contact Person: Jesse Arthurs
No. of years in Business: 1
Type of work/services/materials provided by firm:
Water main, storm drain, and curbs
Annual Gross receipts for last year?
☒ Less than \$1 Million ☐ Less than \$5 Million
☐ Less than \$10 Million ☐ Less than \$15 Million
☐ More than \$15 Million

(3) Name: _____
Address: _____
Phone: _____
Fax: _____
Contact Person: _____
No. of years in Business: _____
Type of work/services/materials provided by firm: _____
Annual Gross receipts for last year?
☐ Less than \$1 Million ☐ Less than \$5 Million
☐ Less than \$10 Million ☐ Less than \$15 Million
☐ More than \$15 Million

(5) Name: _____
Address: _____
Phone: _____
Fax: _____
Contact Person: _____
No. of years in Business: _____
Type of work/services/materials provided by firm: _____
Annual Gross receipts for last year?
☐ Less than \$1 Million ☐ Less than \$5 Million
☐ Less than \$10 Million ☐ Less than \$15 Million
☐ More than \$15 Million

(2) Name: _____
Address: _____
Phone: _____
Fax: _____
Contact Person: _____
No. of years in Business: _____
Type of work/services/materials provided by firm: _____
Annual Gross receipts for last year?
☐ Less than \$1 Million ☐ Less than \$5 Million
☐ Less than \$10 Million ☐ Less than \$15 Million
☐ More than \$15 Million

(4) Name: _____
Address: _____
Phone: _____
Fax: _____
Contact Person: _____
No. of years in Business: _____
Type of work/services/materials provided by firm: _____
Annual Gross receipts for last year?
☐ Less than \$1 Million ☐ Less than \$5 Million
☐ Less than \$10 Million ☐ Less than \$15 Million
☐ More than \$15 Million

(6) Name: _____
Address: _____
Phone: _____
Fax: _____
Contact Person: _____
No. of years in Business: _____
Type of work/services/materials provided by firm: _____
Annual Gross receipts for last year?
☐ Less than \$1 Million ☐ Less than \$5 Million
☐ Less than \$10 Million ☐ Less than \$15 Million
☐ More than \$15 Million

SAMPLE CONTRACT



Atascadero City Council

Staff Report - Public Works Department

Delegating Authority to City Engineer

RECOMMENDATION:

Council adopt Draft Resolution delegating authority to City Engineer to take the actions set forth in California Civil Code Section 9204, California Government Code Section 830.6 and California Public Contract Code Section 22039.

DISCUSSION:

California Law contains several Codes related to approving construction plans, specifications, and details for public projects or approving improvements on public property that provides design immunity for public agencies when followed. California Government Code Section 830.6 and California Public Contract Code Section 22039 are codes that allow public agencies to designate authority for approving public project construction plans to qualified agents. As the City's licensed expert for improvements on public property, and given the role the City Engineer plays in establishing, creating and reviewing these plans, this authority is typically given to the City Engineer.

There are other public project requirements for accepting completed work for public works projects and filing notice of completion. California Civil Code Section 9204 requires that public entities or its agent complete notice of completion for public works of improvement. Directing the Public Works Director to complete and file a notice of completion for publicly bid projects has been a standard recommendation on staff reports awarding construction projects. Designating the City Engineer as the City's agent for the completion and filing of all publicly bid projects will save staff time when taking reports to the City Council.

Staff recommends adopting the attached Draft Resolution to designate authority to the City Engineer to approve construction plans, specifications and details for public projects and accepting work for public projects as complete and filing a notice of completion with the County Recorder's Office. These actions are intended to save staff time and streamline processes.

FISCAL IMPACT: None

ITEM NUMBER:
DATE:

A-11
08/13/19

ATTACHMENTS:
Draft Resolution

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, DELEGATING AUTHORITY TO CITY ENGINEER

WHEREAS, California Civil Code Section 9204 provides that a notice of completion for public works of improvement shall be signed and verified by the public entity or its agent; and

WHEREAS, California Government Code Section 830.6 provides that the plan or design of the construction of, or an improvement to, public property may be approved in advance of the construction or improvement by the legislative body of the public entity or some other body or employee exercising discretionary authority to give such approval; and

WHEREAS, California Public Contract Code Section 22039 provides that the governing body of a public entity or its designated representative shall adopt plans, specifications, and working details for all public projects exceeding the amount specified in California Public Contract Code Section 22032(c); and

WHEREAS, the City Council desires to delegate to the City Engineer the authority to take the actions set forth in California Civil Code Section 9204, California Government Code Section 830.6 and California Public Contract Code Section 22039

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

SECTION 1. The City Council hereby finds and determines that the foregoing recitals are true and correct.

SECTION 2. Pursuant to California Civil Code Section 9204, as it may be amended from time to time, the City Council hereby delegates to the City Engineer the authority to sign and verify a notice of completion for public works of improvement.

SECTION 3. Pursuant to California Government Code Section 830.6, as it may be amended from time to time, the City Council hereby delegates to the City Engineer the authority to approve plans or designs for the construction of, or an improvement to, public property.

SECTION 4. Pursuant to California Public Contract Code Section 22039, as it may be amended from time to time, the City Council hereby delegates to the City Engineer the authority to adopt plans, specifications, and working details for all public projects exceeding the amount specified in California Public Contract Code Section 22032(c).

SECTION 5. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ____th day of ____, 2019.

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

AYES:

NOES:

ABSENT:

ADOPTED:

CITY OF ATASCADERO

By: _____
Heather Moreno, Mayor

ATTEST:

Lara K. Christensen City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney



Atascadero City Council

Staff Report – Fire Department

Confirming the Cost of Vegetative Growth and/or Refuse Abatement

RECOMMENDATION:

Council adopt Draft Resolution, confirming the cost of vegetative growth (weeds) and/or refuse (rubbish) abatement.

DISCUSSION:

On April 9, 2019, Council adopted Resolution No. 2019-010 declaring vegetative growth and/or refuse a public nuisance, and authorized the Fire Chief to proceed with the abatement process. On April 22, 2019, notices were mailed to property owners, informing them of the City's abatement requirements.

A total of 15 parcels were abated by the City this year. This low number is a result of the Fire Department's consistent efforts to educate the public on the importance of weed abatement compliance. The goal is to have zero parcels needing the City's mowing services. The table below shows the results of the Fire Department's efforts over the last five years:

| Year | Number of Parcels Abated by the City |
|------|---|
| 2014 | 38 |
| 2015 | 27 |
| 2016 | 27 |
| 2017 | 19 |
| 2018 | 25 |
| 2019 | 15 |

Initial weed inspection was conducted in the month of April and the list of parcels determined to be an existing, future or "potential" hazard was posted in the City Clerk's Office and at Atascadero Fire & Emergency Services, Fire Station 1. On May 14, 2019, a public hearing was held to hear objections to the vegetative growth & refuse abatement. A final inspection was conducted in June and an itemized list of the properties with abatement assessments were posted with the City Clerk and at the Fire Station 1 on July 31, 2019.

FISCAL IMPACT:

The City will receive \$42,624.78 from the 2019/2020 property tax rolls in weed abatement / refuse abatement assessments.

ATTACHMENT:

Draft Resolution

DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ATASCADERO, CALIFORNIA, CONFIRMING THE COST OF
VEGETATIVE GROWTH/REFUSE ABATEMENT**

WHEREAS, the Government Code of the State of California, Section 39500, et seq., provides that cities may declare vegetative growth (weeds) and refuse (rubbish) a public nuisance for the purpose of vegetative growth (weeds) and refuse (rubbish) abatement; and

WHEREAS, Atascadero Fire & Emergency Services did abate said nuisances within the provision of the Government Code, Section 39500, et seq.; and

WHEREAS, the cost of the work of abatement, including a 166% administrative fee as well as \$260.00 flat fee, as shown on the Preliminary Special Tax Listing for 2019/2020 Tax Roll was submitted in accordance with Government Code Section 39574; and

WHEREAS, the Council of the City of Atascadero received the cost report and held a hearing to receive objections of any property owners liable to be assessed for the work of abatement.

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

SECTION 1. The Abatement Assessment Reports (Exhibit A), accounting for the cost of abatement on each separate parcel, are confirmed as presented.

SECTION 2. That the costs of abatement constitutes a special assessment against the described parcels and shall be a lien on the property in accordance with Government Code Section 39577; and

SECTION 3. The City Clerk is hereby directed to transmit, a certified copy of the Abatement Assessment Reports (Exhibit A) to the County Assessor and Tax Collector's Office for filing on or before August 23, 2019.

PASSED AND ADOPTED at a regular meeting of the City Council held on the 13th day of August 2019.

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:

ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian Pierik, City Attorney

ABATEMENT ASSESSMENTS CO TAX ROLL 2019/2020

ITEM NUMBER:
DATE:
ATTACHMENT:

B-1
08/13/19
1

| Date of Abatement | APN | Contractor Cost | Admin Fee | Total Cost of Abatement | County Fee | Total Assessment |
|--|------------------------|---------------------|---------------------|-------------------------|-----------------|---------------------|
| Book 28 | | | | | | |
| 7/22/2019 | 028-322-015 | \$ 506.17 | \$ 1,100.24 | \$ 1,606.41 | \$ 2.00 | \$ 1,608.41 |
| | | | | | | |
| | Total (Book 28) | \$ 506.17 | \$ 1,100.24 | \$ 1,606.41 | \$ 2.00 | \$ 1,608.41 |
| Book 30 | | | | | | |
| 7/11/2019 | 030-371-015 | \$ 506.17 | \$ 1,100.24 | \$ 1,606.41 | \$ 2.00 | \$ 1,608.41 |
| 7/8/2019 | 030-511-001 | \$ 578.48 | \$ 1,220.28 | \$ 1,798.76 | \$ 2.00 | \$ 1,800.76 |
| 7/18/2019 | 030-051-021 | \$ 1,229.27 | \$ 2,300.59 | \$ 3,529.86 | \$ 2.00 | \$ 3,531.86 |
| | | | | | | |
| | Total (Book 30) | \$ 2,313.92 | \$ 4,621.11 | \$ 6,935.03 | \$ 6.00 | \$ 6,941.03 |
| Book 31 | | | | | | |
| 7/6/2019 | 031-114-001 | \$ 216.93 | \$ 620.10 | \$ 837.03 | \$ 2.00 | \$ 839.03 |
| 7/6/2019 | 031-114-005 | \$ 433.86 | \$ 980.21 | \$ 1,414.07 | \$ 2.00 | \$ 1,416.07 |
| 7/3/2019 | 031-121-001 | \$ 433.86 | \$ 980.21 | \$ 1,414.07 | \$ 2.00 | \$ 1,416.07 |
| 7/3/2019 | 031-191-006 | \$ 867.72 | \$ 1,700.42 | \$ 2,568.14 | \$ 2.00 | \$ 2,570.14 |
| | | | | | | |
| | Total (Book 31) | \$ 1,952.37 | \$ 4,280.93 | \$ 6,233.30 | \$ 8.00 | \$ 6,241.30 |
| Book 50 | | | | | | |
| 7/8/2019 | 050-021-002 | \$ 1,301.58 | \$2,420.62 | \$ 3,722.20 | \$ 2.00 | \$ 3,724.20 |
| 7/10/2019 | 050-031-046 | \$ 1,229.27 | \$2,300.59 | \$ 3,529.86 | \$ 2.00 | \$ 3,531.86 |
| 6/29/2019 | 050-081-001 | \$ 1,156.92 | \$2,180.49 | \$ 3,337.41 | \$ 2.00 | \$ 3,339.41 |
| 6/28/2019 | 050-362-006 | \$ 2,169.30 | \$3,861.04 | \$ 6,030.34 | \$ 2.00 | \$ 6,032.34 |
| | | | | | | |
| | Total (Book 50) | \$ 5,857.07 | \$10,762.74 | \$ 16,619.81 | \$ 8.00 | \$ 16,627.81 |
| Book 55 | | | | | | |
| 6/27/2019 | 055-121-019 | \$ 1,229.27 | \$ 2,300.59 | \$ 3,529.86 | \$ 2.00 | \$ 3,531.86 |
| | | | | | | |
| | Total (Book 55) | \$ 1,229.27 | \$ 2,300.59 | \$ 3,529.86 | \$ 2.00 | \$ 3,531.86 |
| | TOTAL | \$ 11,858.80 | \$ 23,065.61 | \$ 34,924.41 | \$ 26.00 | \$ 34,950.41 |
| THE FOLLOWING PROPERTIES WERE ABATED UNDER THE FY 2018 FEE SCHEDULE | | | | | | |
| Book 28 | | | | | | |
| 7/26/2018 | 030-261-021 | \$ 1,114.10 | \$ 1,671.15 | \$ 2,785.25 | \$ 2.00 | \$ 2,787.25 |
| | | | | | | |
| | Total (Book 28) | \$ 1,114.10 | \$ 1,671.15 | \$ 2,785.25 | \$ 2.00 | \$ 2,787.25 |
| Book 55 | | | | | | |
| 7/24/2018 | 055-071-017 | \$ 1,966.05 | \$ 2,949.08 | \$ 4,915.13 | \$ 2.00 | \$ 4,917.13 |
| | | | | | | |
| | Total (Book 55) | \$ 1,966.05 | \$ 2,949.08 | \$ 4,915.13 | \$ 2.00 | \$ 4,917.13 |
| | TOTAL | \$ 3,080.15 | \$ 4,620.23 | \$ 7,700.38 | \$ 4.00 | \$ 7,704.38 |
| | GRAND TOTAL | \$ 14,938.95 | \$ 27,685.83 | \$ 42,624.78 | \$ 30.00 | \$ 42,654.78 |



Atascadero City Council

Staff Report - Community Development Department

Emergency Shelter Overlay Zone Update ZCH19-0060 (El Camino Homeless Organization)

RECOMMENDATION:

The Planning Commission recommends Council:

1. Introduce for first reading, by title only, Draft Ordinance A approving amendments to Atascadero Municipal Code Title 9 Chapter 3 Article 23 ES (Emergency Shelter) Overlay Zone text, based on findings, and
2. Adopt Draft Resolution A approving a Conditional Use Permit for daytime programming at the existing shelter.

Staff recommends Council:

3. Adopt Draft Resolution B approving the revised El Camino Homeless Organization (ECHO) Operations and Management Plan.

REPORT-IN-BRIEF:

The City received a request from ECHO to make modifications to their operating agreement. The proposed changes triggered a zone text amendment and conditional use permit. Proposed text amendments to Atascadero Municipal Code Title 9 Chapter 3 Article 23 ES (Emergency Shelter) Overlay Zone text include an increase in the number of shelter clients, modified language for special activities, and a decrease in the number of required neighborhood meetings per year. In addition, a conditional Use Permit is proposed that will allow for daytime programming for shelter clients at the ECHO property. The Emergency Shelter Overlay Zone is currently on one parcel in the City that is owned and operated by the El Camino Homeless Organization (ECHO).

Project Info In-Brief:

| | | | | |
|---|---|------------------------|-------------------------|-------------|
| PROJECT ADDRESS: | 6370 Atascadero Mall | Atascadero, CA | APN | 030-341-013 |
| PROJECT PLANNER | Kelly Gleason, Senior Planner | (805) 470-3446 | kgleason@atascadero.org | |
| APPLICANT | El Camino Homeless Organization | | | |
| PROPERTY OWNER | El Camino Homeless Organization | | | |
| GENERAL PLAN DESIGNATION | ZONING DISTRICT | EXISTING USE | PROPOSED USE | |
| High Density Residential (HDR) | Residential Multi-family – 24 / Emergency Shelter (RMF-24 / ES) | ECHO Overnight Shelter | No change | |
| ENVIRONMENTAL DETERMINATION | | | | |
| <input type="checkbox"/> Environmental Impact Report SCH: _____ <input type="checkbox"/> Negative / Mitigated Negative Declaration <input checked="" type="checkbox"/> Categorical Exemption CEQA – Guidelines Section 15061.(3), (b) <input type="checkbox"/> Statutory Exemption §§ 21000, et seq & _____ <input type="checkbox"/> No Project – Ministerial Project | | | | |

DISCUSSION:

Background:

In September 2013, the City Council adopted an Emergency Shelter Ordinance for consistency with State Law (SB-2) and the City's adopted Housing Element. As a part of that approval, the City Council also designated a site-specific parcel (APN 030-341-013) as the location for an overnight emergency shelter. This site, at that time, was home to a temporary shelter run by the El Camino Homeless Organization (ECHO). With the adoption of the ES overlay, the ECHO site became a permanent homeless shelter within the City.

In May 2014, the City Council approved an on-site Operations and Management Plan as required by Atascadero Municipal Code (AMC) Section 9-3.504. The Operations Agreement allows the City to review rules and regulations that the emergency shelter will abide by and provides some flexibility in changing these rules if the operations need to be adjusted to address any unforeseen issues without the need for amending the City's Emergency Shelter ordinance. The Operations Agreement includes the following:

- List of programs offered
- Operation standards
- A security and safety plan
- Neighborhood relations
- Mechanisms for enforcement of the agreement

With the approval of the ES overlay zone and the operations agreement, a subsequent Conditional Use Permit was approved in June 2014 to establish a meal program on-site. This CUP permits a maximum of 80 meal program participants to be served daily and sets forth screening, staffing, and time limits for meal activities and participant use of the facility. The CUP also provides enforcement mechanisms should the operator of the facility (currently ECHO) fail to comply with any conditions of approval.

Currently, the ECHO shelter is at capacity most nights and has a waiting list of people needing overnight shelter. In addition, some of ECHO's existing clients are medically fragile or would benefit from a safe place to be during the day, especially clients with younger children.

Based on these needs, ECHO began working with the City to amend their Operations and Management Plan to allow for additional beds to meet the need of Atascadero's homeless population. In addition, ECHO requested expansion of their programming to allow for daytime services to shelter clients. During that process, it became clear that some of the requested changes triggered an amendment to the ES Overlay Zone code text, which regulates number of overnight beds, and some of the requested changes triggered a Conditional Use Permit to extend daytime programs.

Proposed amendments to the Emergency Overlay Zone text will maximize their use of the existing facility and the use permit will provide a mechanism for allowance and enforcement of daytime programming at the facility.

Analysis:

Zoning Text Amendments:

The following is a synopsis of the proposed amendments to the current On-Site Operations and Management Plan.

Changes include:

- Increase the number of overnight beds from 50 to 60
- Change the ratio of supervisors to clients from 1:25 to 1:30 to preclude the need to add additional staff with the increase in beds
- Temporary shelter clients permitted on the premises during hours of operation.
- Clarification to regulations related to Special Events. Language specific to non-residents is added for consistency with the proposed CUP allowing daytime programming.
- Residents and nonresidents renamed to shelter clients and non-shelter clients.
- Other non-substantive changes to reflect and clarify current practices/terminology and for administrative ease.

Amendments also include a clarification that any Operations and Management Plan changes be approved by City Council as stated in the Operations and Management Plan. Current zone text allows for staff level review with Planning Commission having final authority.

Daytime Program CUP:

- Limits daytime programs to shelter clients unless otherwise allowed by the ES overlay zone for potential client meetings.
- Requires supervisors to be on-site during daytime hours

Proposed Environmental Determination:

The California Environmental Quality Act (CEQA) (Section 15061.(3), (b)) exempts activities which are covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. The proposed text amendment will not have any significant adverse environmental impacts.

Conclusion:

The proposed amendments have been analyzed by staff to ensure revisions are consistent with the Atascadero Municipal Code. The proposed amendments will not cause a significant impact on the operation or surrounding neighborhood. Staff is recommending that the Planning Commission adopt Draft Resolution 2019.

FISCAL IMPACT:

These zone text amendment and use permit are not expected to have any fiscal impact.

ALTERNATIVES

1. The City Council may make minor modifications to the text amendments.
2. The City Council may determine that more information is needed and may refer the item back to staff to develop the additional information. The Council should clearly state the type of information that is required and move to continue the item to a future date.
3. The City Council may deny the proposed text amendments and zoning map change. The Council should specify the reasons for denial of the project and recommend an associated finding with such action.

ATTACHMENTS:

- Attachment 1: Draft Ordinance A
- Attachment 2: Draft Resolution A
- Attachment 3: Draft Resolution B
- Attachment 4: Site Location and Zoning Map
- Attachment 5: Letters and email from the public

DRAFT ORDINANCE A

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
ATASCADERO, CALIFORNIA, AMENDING THE ATASCADERO
MUNICIPAL CODE TITLE 9, CHAPTER 3, ARTICLE 23 (EMERGENCY
SHELTER OVERLAY ZONE) AND DETERMINING THIS ORDINANCE IS
EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL
QUALITY ACT**

**EMERGENCY SHELTER OVERLAY ZONE AMENDMENTS
EL CAMINO HOMELESS ORGANIZATION
(ZCH19-0060)**

WHEREAS, an application has been received from El Camino Homeless Organization (ECHO), 6370 Atascadero Mall, Atascadero, CA 93422, Applicant and Owner, to consider Planning Application ZCH 2019-0060 to amend Emergency Shelter Overlay Zone text, Atascadero Municipal Code Section 9-3.504; and

WHEREAS, the Planning Commission has determined that it is in the best interest of the City to amend the Zoning Code Text to protect the health, safety and welfare of its citizens by applying orderly development and expanding housing opportunities within the City; and

WHEREAS, the laws and regulations relating to the preparation and public notice of environmental documents, as set forth in the State and local guidelines for implementation of the California Environmental Quality Act (CEQA), have been adhered to; and

WHEREAS, a timely and properly noticed Public Hearing upon the subject Zone Text Change application was held by the Planning Commission of the City of Atascadero at which hearing evidence, oral and documentary, was admitted on behalf of said zoning text amendments; and

WHEREAS, the Planning Commission of the City of Atascadero, at a Public Hearing held on August 6, 2019, studied and considered the proposed zone text amendments to the Emergency Shelter Overlay Zone; and

WHEREAS, a timely and properly noticed Public Hearing upon the subject Zoning Text Change application was held by the City Council of the City of Atascadero at which hearing evidence, oral and documentary, was admitted on behalf of said Zoning Text Amendments; and

WHEREAS, the City Council of the City of Atascadero, at a Public Hearing held on August 13, 2019, studied the Planning Commission's recommendations and considered the proposed zoning text amendments.

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

SECTION 1. Recitals: The above recitals are true and correct.

SECTION 2. Public Hearing. The City Council of the City of Atascadero, in a regular session assembled on August 13, 2019, resolved to introduce for first reading, by title only, an Ordinance that would amend the Emergency Shelter Overlay Zone Text as shown in Exhibit A, attached hereto and incorporated herein by this reference.

SECTION 3. Facts and Findings. The City Council makes the following findings, determinations and approvals with respect to the Zone Text Amendment:

A. Findings for Approval of a Zone Text Change

FINDING: (i) The Emergency Shelter Overlay Zone text amendment is consistent with General Plan policies and all other applicable ordinances and policies of the City.

FACT: The proposed zone text amendments align the code requirements with the vision, intent, and policies of the adopted General Plan.

FINDING: (ii) This Amendment of the Zoning Ordinance will provide for the orderly and efficient use of lands where such development standards are applicable.

FACT: The proposed text amendment provides for orderly development within the Emergency Shelter Overlay Zone in accordance with the adopted General Plan for the compatible use of the property based on neighborhood characteristics.

FINDING: (iii) The Text Change will not, in itself, result in significant environmental impacts.

FACT: The proposed text changes are minor and do not trigger any environmental impacts.

SECTION 4. CEQA. The proposed zoning text change is exempt from the California Environmental Quality Act (CEQA), Public resources Code Section 21000 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)(4), 15061(b)(3)).

SECTION 5. Approval. Atascadero Municipal Code Title 9 Planning & Zoning is amended, modifying the emergency Shelter Overlay Zone, as detailed in Exhibit A, attached hereto and incorporated herein by this reference.

SECTION 6. 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 7. 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 8. 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 9. 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 10. 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 11. Effective Date. This Ordinance will take effect on the 30th day following its final passage and adoption.

ITEM NUMBER: B-2
DATE: 08/13/19
ATTACHMENT: 1

INTRODUCED at a regular meeting of the City Council held on July 26, 2019, and **PASSED, APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on _____.

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian A. Pierik, City Attorney

Article 23. ES (Emergency Shelter) Overlay Zone

9-3.501 Purpose.

The Emergency Shelter Overlay Zone identifies areas where emergency shelters may be permitted without a Conditional Use Permit in compliance with Senate Bill 2 (Statutes of 2007) and the Housing Element. (Ord. 571 § 1, 2013)

9-3.502 Applicability of emergency shelter standards.

The standards of this article apply to emergency shelters located in the Emergency Shelter Overlay Zone. The emergency shelter overlay zone is applicable to the following zoning district(s) or site specific area(s):

- (a) Assessor Parcel Number (APN) 030-341-013. (Ord. 571 § 1, 2013)

9-3.503 Minimum site design and development standards.

An emergency shelter is subject to all property development standards of the zoning district in which it is located except as modified by the following standards:

- (a) Minimum Site Area. One (1) gross acre is the minimum site area.
- (b) Intake Location. The shelter intake area must be set back a minimum of twenty (20) feet from the rear property line. Rear property line is defined as Lot A of San Luis Obispo County Parcel Maps Book 23, page 76.
- (c) Parking.
 - (1) One (1) vehicle parking space per five (5) beds must be provided on-site.
 - (2) One (1) bicycle space per ten (10) beds must be provided on-site.
 - (3) One (1) vehicle space per employee must be provided on-site.
 - (4) Parking area must be shown in a site plan. Parking area must be paved.
 - (5) Parking area must be lit for security purposes with permanent lighting consistent with Section 9-4.137 of the Atascadero Municipal Code.
- (d) Sleeping in or occupying vehicles as a residence is not permitted on the site.
- (d) Landscaping and Fencing.
 - (1) Perimeter Fencing. Perimeter fencing is required on a per site basis subject to review and approval by the Design Review Committee. The following perimeter fencing is required for approved shelter(s):
 - (i) Assessor Parcel Number (APN) 030-341-013. A solid masonry wall eight (8) feet in height must be located on the rear property lines. This solid masonry wall must be a minimum six (6) feet in height measured from the finished grade of the adjacent property owner. The rear masonry wall must be constructed within twelve (12) months from the date of ordinance adoption. A solid wall or fence six (6) feet in height must be located on the side property lines. Fencing within the front setback must follow the requirements of Section 9-4.128.
 - (2) Play areas for children are to be fenced to prevent uncontrolled access to and from the site. Fencing shall not include any solid materials and must be consistent with the California Building Code.

(3) On-site landscaping must be installed and maintained in compliance with the multifamily zoning district requirements in Section 9-4.125.

(4) Outdoor areas (yards) must be kept clean and free of debris. (Ord. 571 § 1, 2013)

9-3.504 Operating standards.

The following operating standards apply to emergency shelters:

(a) Emergency Shelter Operator. Each shelter shall be operated by an agency or organization with experience in managing or providing social services.

(b) Maximum Number of Beds. An emergency shelter shall have a maximum number of beds for overnight clients served by the facility. This limitation on client beds does not include accommodations for management, employees, or volunteers. The following is the maximum number of client beds for approved shelter(s):

(1) Assessor Parcel Number (APN) 030-341-013: ~~fifty sixty~~ (~~560~~) beds.

(c) On-Site Management and Supervision.

(1) Assessor Parcel Number (APN) 030-341-013. There shall be a minimum of one (1) on duty supervisor for every ~~twenty-five~~ thirty (~~25~~30) overnight ~~residents~~ shelter clients during the operating hours.

(d) Operating Hours.

(1) Assessor Parcel Number (APN) 030-341-013. ~~Shelter H~~ hours of operation are limited to between 4:00 p.m. and 9:00 a.m. daily. Shelter clients and the general public are not permitted on the premises outside these hours unless otherwise permitted by the approval of a conditional use permit per section (h). ~~when the shelter is not operating.~~

Exceptions:

(i) Temporary shelter ~~residents~~ clients are permitted on the premises ~~during hours of operation. for scheduled appointments with case manager(s) between the hours of 12:00 p.m. and 4:00 p.m. daily.~~

(ii) Operator staff, board members, and contractors are not subject to any time restrictions.

(iii) Special Activities. ~~No more than once per month a single special activity is permitted on-site that exceeds the specified hours of operation.~~ Up to one special function per month is allowed for Non-Shelter Clients by appointment and under supervision of ECHO Staff. ECHO may hold additional special functions (in excess of one per month) with City staff approval in writing. Special events include the following These functions may include but are not limited to:

- a. Fundraisers (not involving shelter clients);
- b. Neighborhood open houses (not involving shelter clients);
- c. Neighborhood meetings (not involving shelter clients);
- d. Holiday events for shelter clients; and
- e. Official government enumeration surveys involving shelter clients.

(e) On-site Management Plan Contents. The operator must prepare and follow an on-site management plan that must include the following:

- (1) Rules. A list of rules and regulations for overnight clients.
- (2) Logs. Provide a methodology for tracking the number of overnight clients.
- (3) Security and safety plan that will address security and safety of occupants, loitering control and management of outdoor areas.
- (4) Types and descriptions of programs offered on-site.
- (5) Required On-Site Signage:
 - (i) No loitering signs
 - (ii) No trespassing sign
 - (iii) No camping signs
- (6) Identify a neighborhood liaison and provide the contact information for the liaison.
- (7) Hold at least ~~two~~ one (21) neighborhood meeting each calendar year.
- (8) A dispute resolution process for any neighborhood issues that may arise.
- (9) Mechanisms for enforcement.
- (f) Management Plan Submittal—Approval and Review.
 - (1) The initial management plan must be submitted within sixty (60) days of approval of the overlay zone change and thereafter must be submitted for review by the City annually on February 1st of every year.
 - (2) The initial management plan must be approved by the City Council.
 - (3) Annual Review. The management plan will be reviewed annually by staff. ~~Operations issues that cannot be resolved by staff~~ Updates to the Operation Management Plan will be forwarded to the ~~Planning Commission~~ City Council for review at a public hearing.
- (g) Meal Program CUP Requirement and Operating Standards (Assessor Parcel Number (APN) 030-341-013). Any on-site meal program that is open to the general public (Open Meal Program) is an ancillary use subject to the approval of a conditional use permit under Section 9-2.110 of this code. Any such approved Open Meal Program shall abide by the following operating standards:
 - (1) Hours of Operation. Open Meal Program service operating hours shall be between 4:00 p.m. and 6:00 p.m., daily. ~~Nonresidents~~ Non-Shelter Client participants shall vacate the site no later than 6:15 p.m.
 - (2) The operator shall take reasonable steps to prevent meal recipients from congregating in and around the site at all times to minimize adverse impacts on adjacent properties.
 - (3) Employees and Volunteers. In addition to the required staffing listed in 9-3.504(c)(1), the Open Meal Program shall operate with a staffing ratio of one (1) employee or trained volunteer for every ten (10) meal program participants. The operator shall provide training to all volunteers and employees.
 - (4) Outdoor Monitors. From 4:00 p.m. to 6:15 p.m. daily, the Open Meal Program shall include a minimum of one (1) outdoor monitor to supervise participants in the rear of the property and one (1) outdoor monitor to supervise participants in the front of the property.

Outdoor monitors shall be considered employees or volunteers for the staffing ratio purposes listed in 9-3.504(h)(3).

(5) Number of Participants Served. The maximum number of participants in the meal program shall not exceed eighty (80) persons served in one (1) day. This includes both temporary overnight ~~residents~~ shelter clients, and ~~nonresident~~ non-shelter client participants (general public).

(6) Participant Screening. All Open Meal Program participants must be screened by the operator prior to admission for meal service.

(7) Log of Participants. A log of Open Meal Program participants is required to be kept daily. The operator must make reasonable efforts to collect the following information:

- (i) Legal name
- (ii) Date of birth
- (iii) Housing status

(8) Review of Open Meal Program Participants. The operator must make available a log of Open Meal Program participants for periodic review by the City.

(9) Neighborhood Dispute Resolution Process. If the operator fails to follow these operating standards or any other conditions of approval, disputes regarding such alleged violations or other impacts on the neighborhood will be addressed as set forth in this subsection.

- (i) Any complaints shall first be reported to the neighborhood liaison.
- (ii) If a resolution does not occur, any complaint may be submitted as a code violation complaint to the City.

(iii) Repeated violations to these operating standards or the conditions of approval may result in a review of the operation of the shelter or the Open Meal Program by the City Council. Following such review, the City Council may amend these provisions to further regulate the shelter and Open Meal Program, including the possible suspension or revocation of the Open Meal Program.

(h) Optional Conditional Use Permit (CUP). The shelter operator may apply for a CUP to provide additional services or programs, including daytime service programs beyond those described in subsection (d)(1).

DRAFT RESOLUTION A

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ATASCADERO APPROVING
A CONDITIONAL USE PERMIT FOR DAYTIME PROGRAMMING
WITHIN A DESIGNATED EMERGENCY SHELTER OVERLAY ZONE**

**6370 ATASCADERO MALL
EL CAMINO HOMELESS ORGANIZATION
(ZCH19-0060)**

WHEREAS, an application was received from the El Camino Homeless Organization, PO Box 2077, Atascadero, CA 93423, (Owner/Applicant) for a Conditional Use Permit to allow for daytime programming at their existing location at 6370 Atascadero Mall; and,

WHEREAS, the proposed project has a General Plan Designation of High Density Residential (HDR) and is in conformance with the Land Use Element of the General Plan and all other applicable General Plan policies; and,

WHEREAS, the site is located in the Residential Multi-Family Zone (RMF-20) and is located within an Emergency Shelter overlay zone, as established by the Atascadero Municipal Code section 9-3.502(a); and,

WHEREAS, a Conditional Use Permit is required for any additional services or programs, including daytime service programs beyond those described in the Atascadero Municipal Code section 9-3.504(d)(1); and,

WHEREAS, the proposed project qualifies for an Categorical Exemption consistent with CEQA section 15323 where normal operations of an existing facilities for public gatherings for which the facilities are designed for are allowed; and,

WHEREAS, the Planning Commission held a duly noticed public hearing to consider the proposed Conditional Use Permit application on August 6, 2019 at 6:00 p.m. and considered testimony and reports from staff, the applicants, and the public; and

WHEREAS, the Planning Commission of the City of Atascadero has recommended approval of the use permit; and

WHEREAS, the City Council held a duly noticed public hearing to consider the proposed Conditional Use Permit application on August 13, 2019 at 6:00 p.m. and considered testimony and reports from staff, the applicants, and the public.

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

SECTION 1. Recitals: The above recitals are true and correct.

SECTION 2. Public Hearing. The City Council of the City of Atascadero, in a regular session assembled on August 13, 2019, resolved to approve a conditional use permit to allow for daytime programming at an existing shelter location within the Emergency Shelter Overlay Zone subject to conditions of approval as show in Exhibit A and B.

SECTION 3. Findings. The City Council makes the following findings, determinations and approvals with respect to the Conditional Use Permit:

A. Findings for Approval of a Conditional Use Permit

FINDING: (i) The proposed project or use is consistent with the General Plan.

FACT: The proposed use permit is consistent with the vision, intent, and policies of the adopted General Plan.

FINDING: (ii) The proposed project or use satisfies all applicable provisions of the Title (Zoning Ordinance).

FACT: The proposed use permit is consistent with the provisions of the Emergency Shelter Overlay Zone and underlying zoning district.

FINDING: (iii) The establishment, and operation or conduct of the use will not, because of the circumstances and conditions applied in the particular case, be detrimental to the health, safety, or welfare of the general public or persons residing or working in the neighborhood of the use, or be detrimental or injurious to property or improvements in the vicinity of the use.

FACT: The proposed use permit will provide daytime programs at an existing shelter location. The proposed extension of use can be accommodated within the existing facility and conditions of approval and existing ES code text will ensure that the daytime use of the site will not be detrimental to the surrounding neighborhood or general public.

FINDING: (iv) That the use will not be inconsistent with the character or the immediate neighborhood or contrary to its orderly development.

FACT: The proposed use permit will provide daytime programs at an existing shelter location. The proposed extension of use can be accommodated within the existing facility and conditions of approval and existing ES code text will ensure that services remain compatible with the surrounding neighborhood.

FINDING: (v) That the proposed use will not generate a volume of traffic beyond the safe capacity of all roads providing access to the project, either existing or to

be improved in conjunction with the project, or beyond the normal traffic volume of the surrounding neighborhood that would result from full development in accordance with the Land Use Element.

FACT: The proposed extension of use at the existing shelter facility will not generate an increase in traffic beyond the safe capacity of surrounding roads.

FINDING: (vi) That the proposed project is in compliance with any pertinent City policy or criteria adopted by ordinance or resolution of the City Council.

FACT: The proposed use permit for the extension of daytime services at an existing shelter is compliant with all City policies.

SECTION 4. CEQA. The proposed project is Categorically Exempt (Class 1) from the provisions of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., “CEQA”) and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) CEQA pursuant to CEQA Guidelines Section 15301, because it does not significantly expand the use of the existing facilities nor are any physical modifications to the existing facilities proposed.

SECTION 5. Approval. The City Council of the City of Atascadero, in a regular session assembled on August 13, 2019, resolved to approve a Conditional Use Permit to allow for daytime programs at the existing shelter consistent with the Emergency Shelter Overlay text and subject to conditions of approval attached in Exhibit A.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ___th day of ___, 2019.

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:

ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

ITEM NUMBER: B-2
DATE: 08/13/19
ATTACHMENT: 2

APPROVED AS TO FORM:

Brian Pierik, City Attorney

ITEM NUMBER:

B-2

DATE:

08/13/19

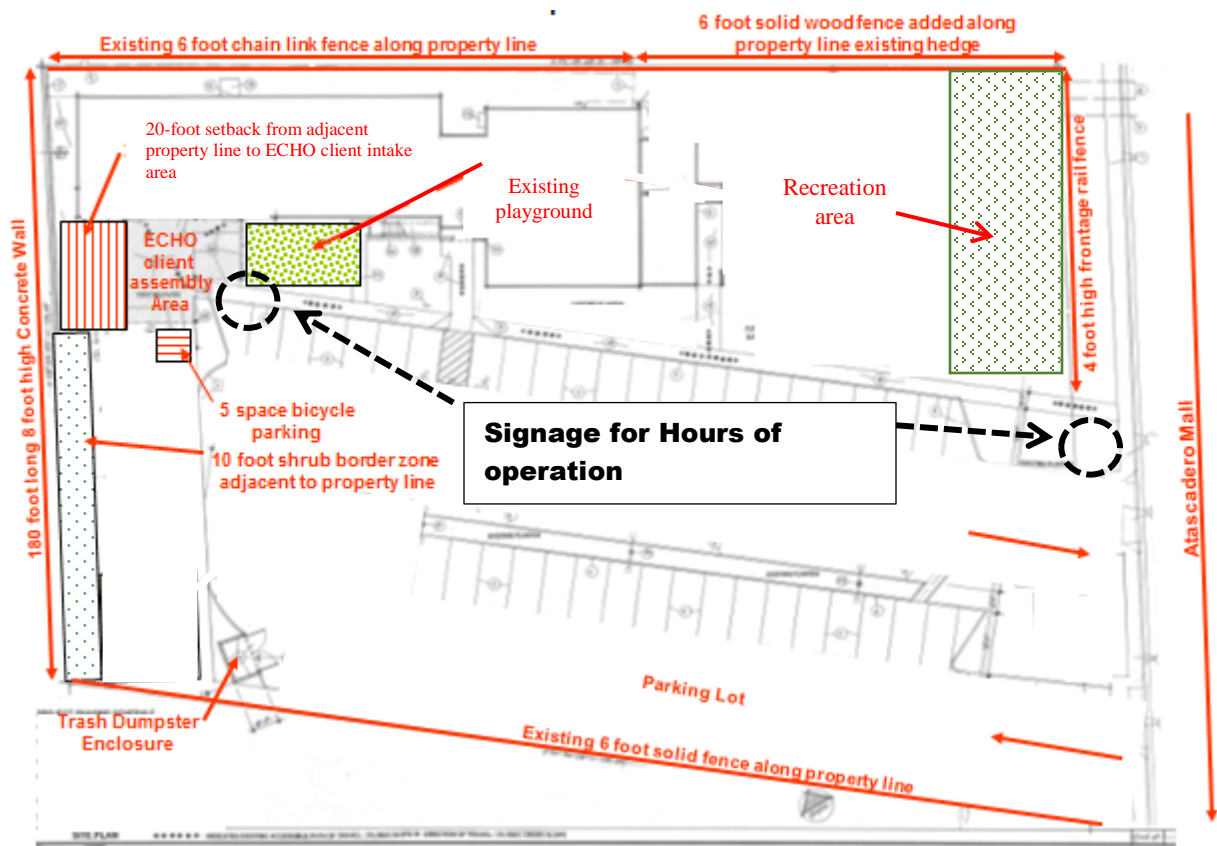
ATTACHMENT:

2A

| Conditions of Approval | Timing | Responsibility /Monitoring |
|---|---|--|
| ZCH19-0060 Address: 6370 Atascadero Mall APN: 030-341-013 | BL: Business License GP: Grading Permit BP: Building Permit FI: Final Inspection TO: Temporary Occupancy FO: Final Occupancy | PS: Planning Services BS: Building Services FD: Fire Department PD: Police Department CE: City Engineer WW: Wastewater CA: City Attorney |
| Planning Department Standard Conditions | | |
| 1. This Conditional Use Permit shall be for the operation of daytime services, which has been deemed as an additional service associated with operations of an emergency shelter at parcel APN 030-341-013 (6370 Atascadero Mall). This CUP shall run concurrently with the land and operator of the emergency shelter. | Ongoing | PS |
| 2. The approval of this use permit shall become final and effective for the purposes of issuing building permits fourteen (14) days following the Planning Commission approval unless prior to the time, an appeal to the decision is filed as set forth in Section 9-1.111(b) of the Zoning Ordinance. | Ongoing | PS |
| 3. The applicant shall defend, indemnify, and hold harmless the City of Atascadero or its agents, officers, and employees against any claim or action brought to challenge an approval by the City, or any of its entities, concerning the project. | Ongoing | PS, CA |
| Planning Conditions | | |
| 4. Daytime services shall be open to resident clients only. Non-residents may be permitted on-site outside of evening shelter and meal program hours in accordance with the ES zoning text. | PS | PS |
| 5. Scheduled trash pickup must be made to the site a minimum twice weekly or as required to ensure the site remains waste free. | PS | PS |
| 6. Signage shall be updated to detail hours of operation for services provided on-site. | PS | PS |
| 7. A minimum of 1 supervisor shall be on-site during all daytime hours when resident clients are present. | PS | PS |
| 8. Program management and clients shall comply with all rules and regulations established by the most current Operations Agreement approved by the City. | PS | PS/PD |
| 9. The emergency shelter operator must maintain a log of participants. This log shall include a legal name, date of birth, and housing status of participant. This log must be made available to City Staff and Atascadero PD upon request. | PS | PS |
| 10. Dispute resolution shall be consistent with the dispute resolution outlined in the Operations Agreement and ES Overlay Zone. | PS | PS |

ITEM NUMBER: B-2
 DATE: 08/13/19
 ATTACHMENT: 2A

| Conditions of Approval | Timing | Responsibility /Monitoring |
|--|---|--|
| ZCH19-0060 Address: 6370 Atascadero Mall APN: 030-341-013 | BL: Business License GP: Grading Permit BP: Building Permit FI: Final Inspection TO: Temporary Occupancy FO: Final Occupancy | PS: Planning Services BS: Building Services FD: Fire Department PD: Police Department CE: City Engineer WW: Wastewater CA: City Attorney |
| 11. Amplified noise (i.e. music , either recorded or live) is not permitted outside of special events held in accordance with the approved Operations Agreement and the ES Overlay Zone. | PS | PS |



DRAFT RESOLUTION B

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ATASCADERO APPROVING
MODIFICATIONS TO THE EL CAMINO HOMELESS ORGANIZATION
(ECHO) OPERATIONS AND MANAGEMENT PLAN
FOR THE OPERATION OF AN EXISTING SHELTER WITHIN THE
EMERGENCY SHELTER (ES) OVERLAY ZONE BY THE EL CAMINO
HOMELESS ORGANIZATION (ECHO)**

**6370 ATASCADERO MALL
EL CAMINO HOMELESS ORGANIZATION
(ZCH19-0060)**

WHEREAS, an application was received from the El Camino Homeless Organization, PO Box 2077, Atascadero, CA 93423, (Owner/Applicant) for a Conditional Use Permit to allow for daytime programming at their existing location at 6370 Atascadero Mall; and

WHEREAS, the proposed project has a General Plan Designation of High Density Residential (HDR) and is in conformance with the Land Use Element of the General Plan and all other applicable General Plan policies; and

WHEREAS, the site is located in the Residential Multi-Family Zone (RMF-20) and is located within an Emergency Shelter overlay zone, as established by the Atascadero Municipal Code section 9-3.502(a); and

WHEREAS, all operators of a shelter are required to prepare an on-site management plan per Atascadero Municipal Code section 9-3.504(e); and

WHEREAS, the proposed updates to the ECHO Operations and Management Plan are exempt from the California Environmental Quality Act (CEQA), Public resources Code Section 21000 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)(4), 15061(b)(3); and

WHEREAS, the City Council held a duly noticed public hearing to consider the proposed management plan amendments on August 13, 2019 at 6:00 p.m. and considered testimony and reports from staff, the applicants, and the public.

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

SECTION 1. Recitals: The above recitals are true and correct.

SECTION 2. Public Hearing. The City Council of the City of Atascadero, in a regular session assembled on August 13, 2019, resolved to approve modifications to the ECHO Operations and Management Plan prepared by the shelter operator, the El Camino Homeless Organization (ECHO), as show in Exhibit A on file in the City Clerk's Office and incorporated herein by this reference.

SECTION 3. Approval. The City Council of the City of Atascadero, in a regular session assembled on August 13, 2019, resolved to approve changes to the Shelter Management Plan, Exhibit A, on file in the City Clerk's Office and incorporated herein by this reference.

SECTION 4. CEQA. The proposed zoning text change is exempt from the California Environmental Quality Act (CEQA), Public resources Code Section 21000 et seq., because it can be seen with certainty that there is no possibility that the enactment of this management plan would have a significant effect on the environment (Pub. Resources Code § 21065; CEQA Guidelines §§ 15378(b)(4), 15061(b)(3)).

PASSED AND ADOPTED at a regular meeting of the City Council held on the ___th day of ___, 2019.

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:
ABSTAIN:

CITY OF ATASCADERO

Heather Moreno, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Brian Pierik, City Attorney

| | |
|--------------|----------|
| ITEM NUMBER: | B-2 |
| DATE: | 08/13/19 |
| ATTACHMENT: | 3 |

El Camino Homeless Organization (ECHO) Operations and Management Plan

The El Camino Homeless Organization (ECHO) is a 501(c)3 nonprofit organization that operates a 60-bed transitional and emergency homeless shelter at 6370 Atascadero Avenue in Atascadero, CA. ECHO currently provides emergency shelter for families and individuals who do not have permanent housing. The following is the updated management plan as required by the City of Atascadero for operation of an Emergency Shelter, consistent with section 9-3.504 (e) of the Atascadero Municipal Code.

1.0 Definitions

For the purposes of this agreement, unless otherwise apparent from the context, certain words and phrases used in the agreement are defined as follows:

- A. Case Managers: Shall mean trained ECHO staff and/or volunteers that work one-on-one with Shelter Clients. They assist with a wide range of issues on a case-by-case basis that includes, but not limited to finding permanent housing, health care, financial assistance, or job training.
- B. Dinner Guests: Dinner Guests shall mean all non-shelter clients participating in the ECHO Meal Program.
- C. Non-Shelter Clients: Non-Shelter clients shall mean those clients that are receiving services outside of the shelter program and shall include dinner guests and shower guests.
- D. Potential Shelter Applicant: Potential Shelter Applicant shall mean a person that has come to ECHO seeking to learn about and potentially apply for the Shelter Program.
- E. Shelter Clients: Shelter Clients shall mean clients that have been accepted into the Shelter Program and are currently residing at ECHO, along with those clients that have graduated in good standing from the ECHO Shelter Program, but are continuing to receive support services from ECHO during the day time hours.
- F. Shelter Program: Transitional and emergency shelter program for accepted and screened clients. Clients participating in the shelter program stay overnight and may participate and be present during day time hours at the ECHO homeless shelter at 6370 Atascadero Avenue.
- G. Shower Guests: Shower Guests shall mean all non-shelter clients participating in the ECHO Shower Program.

2.0 Programs Offered

- A. Shelter Program: Transitional and emergency shelter for accepted and screened clients. Shelter Clients participating in the Shelter Program may also receive meals and food as a part of the Shelter Program.
- B. Case Management: Shelter Clients that are accepted to the shelter are required to enter case management after a five-day assessment period. Case managers work with clients to create a plan to assist with job training and placement, financial literacy, behavioral health referrals, housing, transportation assistance, educational goals, and other supportive services. Shelter Clients are required to meet with their case managers at least once a week to ensure progress.
- C. Supportive Services and Resources:
 - 1. Children's programs that include but are not limited to tutoring, nutrition education, art and music appreciation, and literacy to foster the well-being and development of the children ECHO serves.
 - 2. Parent education classes that help parents acquire skills to improve their parenting of and communication with their children in order to reduce the risk of child maltreatment and/or reduce children's disruptive behaviors.
 - 3. Health and wellness programs assist clients in embracing a healthy lifestyle. Nutrition education classes, and practical instruction with ECHO's garden program. Programs to break the cycle of addiction to tobacco and other substances. Other wellness programs may include emotional, environmental, financial, intellectual, physical, occupational and social wellness support.
- D. Dinner Program: An open meal program that provides an evening meal to Shelter Clients and Dinner Guests. The Open Meal Program is subject to Conditional Use Permit (CUP) approval. Rules and regulations of the meal program are contained in the CUP as conditions of approval. In the event that a CUP is denied or a CUP is revoked, the Open Meal Program will no longer be a program that is offered.
- E. Shower Program: On a scheduled and managed basis, non-shelter clients are allowed to use ECHO's shower facilities to promote good hygiene and the prevention of illness. The shower program, for non-shelter clients, will operate no more than 10 hours per week, up to 5 days a week, from 4:00 – 6:00pm. Rules relating to the shower program are included in the shelter's Policies and Procedures Manual.

3.0 Operating Standards

A. Hours of Operation:

1. Shelter Program: Hours of operation for Shelter Clients will be based on the availability of supervision and capacity to offer programs, but may be up to 24 hours per day.
2. Dinner Program: Dinner guests are not permitted on-campus until 4:00 pm daily and must leave the ECHO campus by 6:00 p.m.
3. Shower guests are permitted on campus only during those times outlined in the Shelter Policies and Procedures Manual.
4. Potential Shelter Applicants may only be on the premises for the time needed to obtain necessary information and to complete the intake process (generally expected to be under 2 hours).
5. The general public, volunteers, and maintenance personnel are permitted on the premises under supervision of ECHO staff.
6. Special Functions: Up to two special functions per month is allowed for Non-Shelter Clients by appointment and under supervision of ECHO staff. These functions may include but are not limited to: fund raisers, neighborhood meetings, open houses, holiday gatherings, special client services (e.g., wedding or memorial service) or government sponsored enumeration surveys. ECHO may hold additional special functions (in excess of the one per month) with City staff approval in writing. The request for additional functions should be made to the Community Development Director and should include a description of the function, expected dates and times of the function, and any rules or procedures in place for the function. Additional information may be requested by the Community Development Director, prior to City approval.

B. Number of Beds: The dorm facility has a maximum of sixty (60) beds.

C. Staffing:

1. President/CEO: The President/CEO is the liaison with the Board of Directors and is directly responsible for overseeing and guiding the organization's operations. The President/CEO is directly responsible to ECHO's Board of Directors.
2. Shelter Manager: The President/CEO shall appoint an individual responsible for overseeing and coordinating the activities of shelter clients, non-shelter clients and volunteers during the hours of shelter

operation (Shelter Manager). The Shelter Manager ensures that the facility is ready and safe for shelter operations.

3. Volunteers: Volunteers fill positions and perform tasks related to the operation of the shelter. Volunteers shall complete an application and screening process prior to being matched with appropriate roles and responsibilities. Volunteers shall be trained and supervised by ECHO paid staff and senior volunteer team leaders.
4. Overnight Staffing: Overnight staffing will include one (1) staff person or trained volunteer per thirty (30) Shelter Clients.
5. Outdoor Monitors. At least two (2) outdoor monitors are to be on-site from the hours of 4:00 p.m. to 6:15 p.m. daily.
6. Executive Council: The Executive Council includes the Chair, Vice-Chair, Secretary, and CFO of ECHO's Board of Directors.

D. Admission to shelter: Prior to admission to ECHO, the following screening methods will be used for clients and or guests:

1. Screening for alcohol and/or drug use.
2. Screened for listing on the State of California Department of Justice designated registered sex offender list (Megan's Law).
3. Review for any outstanding warrants as determined by the Atascadero Police Department.
4. Drug and Alcohol Testing: Shelter Clients may be randomly tested for drug and alcohol use at the discretion of ECHO trained staff.
5. Shelter Clients / Non-Shelter Client Logs: ECHO shall maintain daily logs of Shelter Clients, dinner guests, and all individuals who have been suspended from services. The logs are available for review to the City of Atascadero upon request and shall remain confidential between the City and ECHO.

4.0 Operational Procedures:

A. The ECHO Board of Directors adopts a set of Policies and Procedures that govern the operations of the programs that are provided by ECHO. These Policies and Procedures are periodically updated by the ECHO Board of Directors to remain current with laws, regulations, grants, and operational efficiency. To ensure compliance with this Agreement, a copy of the most current adopted Policies and Procedures Manual shall be given to City staff. The ECHO Board has the right to adopt those rules, regulations and procedures that they feel are necessary to operate the Shelter, but at a minimum the Policies and Procedures must include the following:

1. The use or storage of drugs, alcohol or tobacco while on the premises is strictly prohibited with the exception of prescribed medications, which shall be reported and a list maintained by ECHO staff.
2. Shelter Clients and Non-Shelter Clients agree to any drug testing or search and comply in a timely manner per staff instructions.
3. Theft or use of other's belongings without their permission, including ECHO property is prohibited.
4. The display of inappropriate sexual behavior including possession of sexually explicit material is prohibited.
5. Shelter Clients and Non-Shelter Clients agree to dress modestly and appropriately at all times, including shirt and footwear.
6. The display of any form of threatening behavior including profanity or violence toward themselves or others is prohibited.
7. Possession of any weapons or other devices that could be used to cause harm to persons or property is prohibited.
8. Shelter Clients and Non-Shelter Clients agree to monitor children's behavior at all times.
9. Failure to stay overnight at the shelter without prior permission of the shelter manager may result in a suspension from ECHO services.
10. Any behavior deemed by Shelter Management to be threatening to the ongoing health, safety or domestic tranquility of the shelter environment may result in the immediate and permanent termination of ECHO services.

B. Minor infractions: The Policies and Procedures Manual shall at a minimum contain disciplinary procedures for minor infractions. Minor infractions could include:

1. Verbal abuse of volunteers, chaperones, staff, visitors or other clients.
2. Smoking or chewing tobacco anywhere on the grounds (including the parking lot).
3. Failing to get prior permission from the shelter manager to arrive late or leave early including leaving the campus after being admitted to the dormitory.
4. Disruptive behavior or creating a negative environment.
5. Wearing inappropriate or suggestive clothing, including no shirt or footwear.
6. Failing to directly supervise children, or allowing children to be overly disruptive.
7. Disturbing others with unnecessary noise between 10:00 p m and 6:00 a m.
8. Changing beds or using an unauthorized sleeping location.
9. Failing to respond reasonably to ECHO staff requests.
10. Failing to complete assigned chores.
11. Returning to a car without an escort, between the hours of 7:00pm and 6:00am, after being admitted to the dorm.
12. Loitering on shelter grounds without ECHO supervision between the hours of 7:00pm and 6:00am.
13. Extended working on or sleeping in vehicle on ECHO property.

The Policies and Procedures Manual adopted by ECHO shall include discipline for all minor infractions up to and including expulsion from the program for continued infraction of the rules.

C. Major Infractions. The Policies and Procedures Manual shall at a minimum contain rules addressing the following. Each of the following are infractions

that could result in immediate expulsion from services. The duration of expulsion will be at the discretion of the ECHO Staff.

1. Lying or failing to disclose complete information.
 2. Testing positive for or possessing alcohol or drugs.
 3. Refusing drug testing or search.
 4. Inappropriate sexual behavior or possessing sexually explicit material.
 5. Willful destruction of shelter property.
 6. Violence or threats of violence to self or others.
 7. Theft of ECHO or client property.
 8. Possessing weapons or other devices capable of harming persons or property.
 9. Staying out of the shelter overnight without permission of the Shelter Manager.
 10. Any behavior deemed by ECHO Staff to threaten the ongoing health, safety or domestic tranquility of the shelter environment.
- D. Each Shelter Client must sign an agreement acknowledging the receipt and understanding of the Rules and Regulations and agreeing to abide by the Rules and Regulations. The agreement must indicate that violation of the Rules and Regulations may be cause for immediate and permanent termination of ECHO services at the discretion of the Shelter Manager.
- E. ECHO staff must enforce and cultivate a culture of compliance with its adopted Rules and Regulations from the Policies and Procedures Manual. The City may periodically inspect ECHO and/or talk to Shelter Clients, Non-Shelter Clients, and volunteers to determine if ECHO's Policies and Procedures are being followed.

5.0 Security and Safety.

A. Occupant Safety.

1. Evacuation Plan. An evacuation plan to safely exit occupants from the shelter is posted.

2. Monitors. Shelter volunteers are trained to follow emergency protocols in a variety of situations including medical, threats of violence, fire and natural disasters.
3. Children's Play Areas. Children's play areas are to remain fenced for controlled access.

B. Loitering Control

1. Site Signage. "No loitering, no trespassing and no camping" signage will remain in locations as shown in Exhibit A of this agreement. Signage is to be consistent with the California Penal Code.
2. Landscaping and Fencing. Landscaping and fencing will remain in good repair consistent with Site Plan (Exhibit A) of this agreement.
3. Designated Assembly Area. The designated assembly areas will be utilized as shown in Exhibit A.
4. Playground Location. Playground areas are to be managed appropriately to reduce noise impacts on neighboring residents. Exhibit A shows acceptable playground locations. All playground improvements must be consistent with City and State regulations.

C. Outdoor Management and Security

1. Lighting. Exterior lighting must include:
 - i. Parking lot LED lighting consistent with City and State regulations.
 - ii. Building perimeter LED lighting consistent with the California Building Code. City of Atascadero will ensure no light spillage into neighboring properties.
2. Video Surveillance. A video surveillance system will be maintained and monitored by ECHO staff along the building perimeter.
3. Outdoor Monitors. At least two (2) outdoor monitors will patrol the ECHO campus from 4:00 p.m. until 6:15 p.m. to ensure ECHO Policies and Procedures are being followed. Outdoor Monitors are only responsible for monitoring property owned by ECHO.

6.0 Neighborhood Relations

A. Community Liaison.

1. Community Liaison. The ECHO President/CEO (or their designee) is the designated community liaison to address any issue or complaint raised by a neighbor or community member that involves a shelter client(s) or shelter operations.
2. Complaints Received. All community complaints must be directed to the Community Liaison for proper action. The ECHO President/CEO (or their designee) must respond to the complaint within five (5) working days from the date the complaint was received.
3. Contact. The Community Liaison contact information is posted at the shelter and on ECHO's website.

B. Neighborhood Meetings. ECHO will host a minimum of one (1) noticed neighborhood meeting per year. The purpose of the meeting is to maintain open dialog with neighbors, educate the community about ECHO, and address any questions or concerns about shelter operations.

1. Meeting Notices. Meeting notices will be mailed directly to ECHO's neighbors, placed in local media and on ECHO's website. ECHO will obtain the latest mailing list from the City of Atascadero. (Mailing Radius provided by City)
2. ECHO does not need to hold an additional neighborhood meeting unless 5 or more neighbors request a meeting in writing. ECHO will try to accommodate meetings requested by neighbors.

C. Neighborhood Dispute Resolution

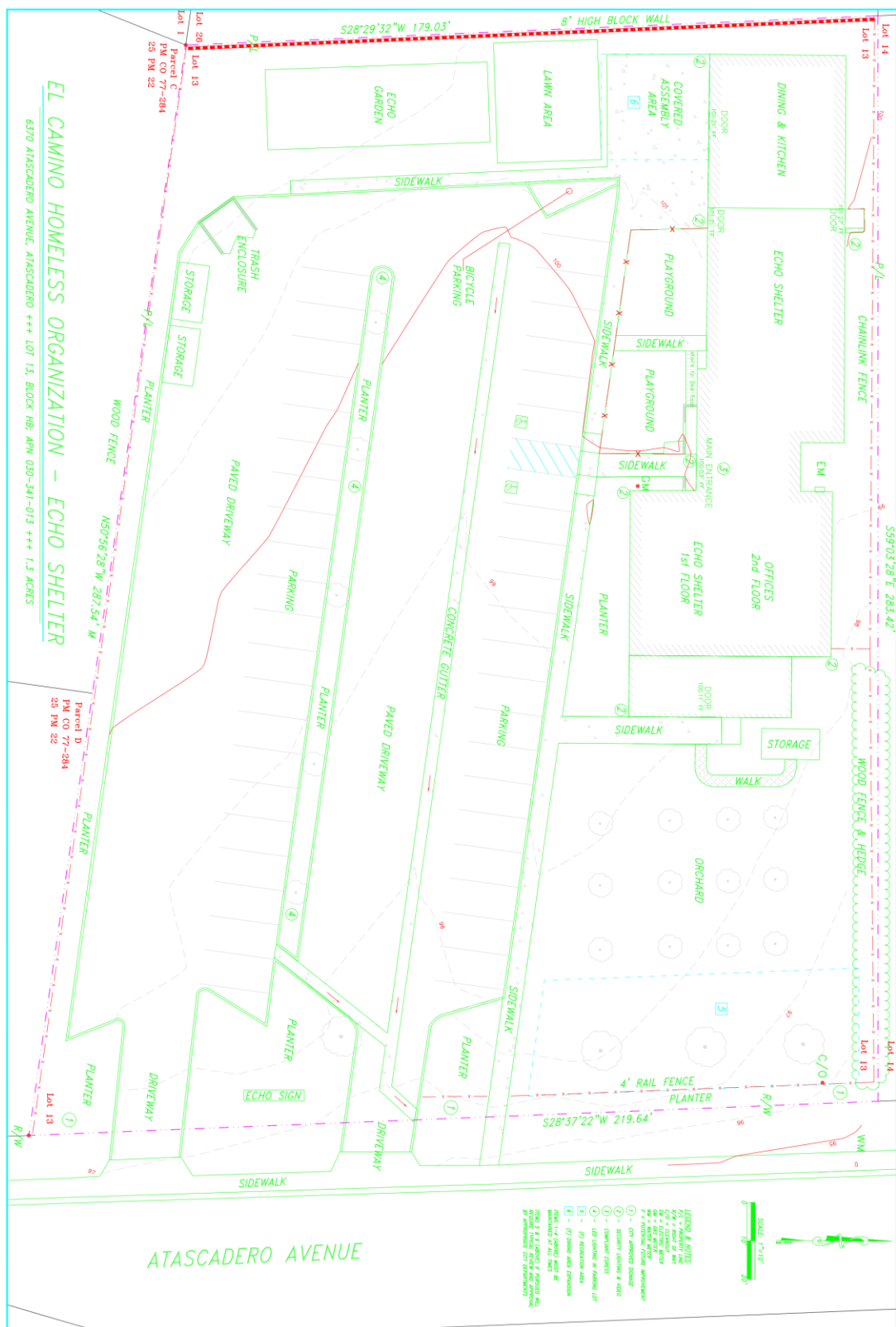
1. First Action. Any violation of ECHO Policies and Procedures or other concerns about shelter operations can be reported by contacting the Community Liaison and filing a complaint. The complaint is to be acted upon as described above (Section 6.0.A.2.).
2. Second Action. Any issues not resolved by the ECHO CEO/President will be forwarded to the ECHO Board Chair for further action. The Board Chair (or the Executive Council) must act on the complaint within ten (10) working days of the unresolved complaint. If action by the Board Chair or the Executive Council does not resolve the complaint then the complaint can be brought to a Third Action.

3. Third Action. Issues or complaints not adequately resolved by the ECHO Board Chair or Executive Council may be submitted to the City of Atascadero as a code violation complaint.
4. Code Violation Compliant. A dispute that results in a submitted code violation to the City of Atascadero will be investigated by City Staff based on the adopted municipal code, adopted building code or any other regulation that ECHO operations fall under and that the City has jurisdiction over. This process will be consistent with the City's Code Enforcement process.

7.0 Enforcement Mechanisms

This Agreement is between ECHO and the Atascadero City Council for the operation of the transitional and emergency shelter. Both entities will act in good faith to implement this Operations and Management Plan. Any operational issues that cannot be resolved by ECHO and City staff will be forwarded to the Atascadero Planning Commission for consideration.

ECHO Site Plan – Exhibit A



ITEM NUMBER:
DATE: 08/13/19
ATTACHMENT: 4

See following

Date:

7/17/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

Data for the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelter, with nearly 70% of the homeless surveyed lacking access to safe shelter. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

A handwritten signature in black ink, appearing to read "Amy Freeman".

Name:

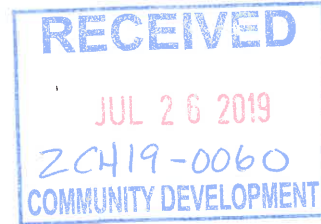
Amy Freeman

Address:

DATE: 7/2/19

FROM: Todd Rensbo

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

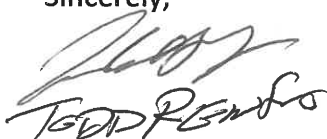
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Increasing the number of beds from 50 to 60 would allow ECHO to house 40 additional clients each year (clients have a three-month stay) with minimal impacts to the neighborhood. Without any doubt, giving 40 more people each year access to life-changing shelter, case management, and supportive services is of the highest priority, particularly in this time of housing shortages and increasing homelessness.

In addition to this application to increase the number of beds at ECHO, a proposal to change ECHO's Conditional Use Permit to allow the shelter to be open 24/7 for residents will be on the Atascadero City Council agenda. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are being discharged from hospitals with nowhere to go to recuperate from surgeries and illnesses. The additional 10 beds being requested would provide more space to house the medically fragile; with the additional 24/7 access to the facility, these clients would be able to remain in bed during the day to heal.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

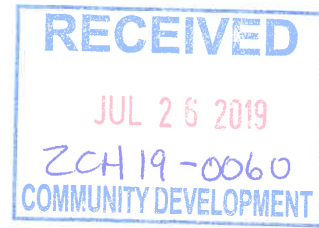

Todd Rensbo

2

DATE:

FROM: *Johnny Puhler*

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,



Date:

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Name: Kathleen Jo Ferguson
Address :

Date:

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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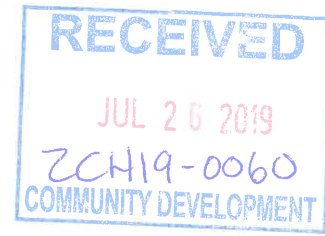
I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Name: Jayne Herford
Address :

7/17/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services


My name is Cori Julien and I have been volunteering at Echo Homeless Shelter over two years. I am writing in support of ECHO's application to increase the number of beds by 10. Additionally, I am in support of changing the Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents.

Making the shelter open 24 hours would benefit the residents who work odd hours are ill and/or disabled. Currently, when ECHO residents are discharged from the hospital, they have nowhere to go during the day to recuperate. If our residents are ill they are forced out of their beds and sent out during the day.

Also, there are many residents who work the graveyard shift. I ran into a man today while volunteering who informed me that he got a job at Twin Cities. The hours are from 8PM-4AM. I asked him what he was going to do during the day to get some sleep after his shift. He responded "I will go sleep in the park or in someone's car. I can't turn down this job". These situations happen more often than I would like to admit.

After experiencing Prado Homeless Shelter in SLO and their 24 hour facility I think the proposed requests are best for residents and staff. ECHO services are vital to Atascadero residents who are homeless. I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

 7/17/19
Cori Julien

July 3, 2018

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

Data for the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelter, with nearly 70% of the homeless surveyed lacking access to safe shelter. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

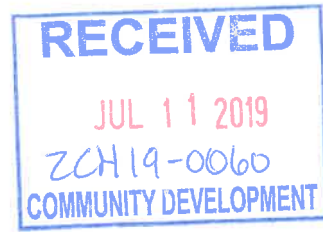
ECHO is a fine model for shelters everywhere!

Sincerely,

HOPE'S VILLAGE OF SLO
PO Box 100
Santa Margarita, CA 93453

July 9th, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

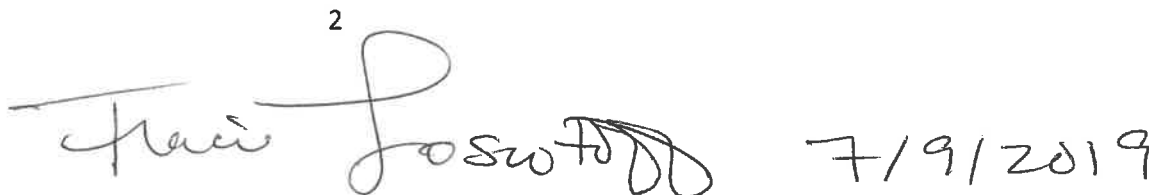
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Tracie Loscutoff

2


July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

My wife and I are pleased to support ECHO's application to increase the number of beds by 10. I volunteer on a weekly basis and I am extremely impressed by the ECHO program and the staff who carry it out. Adding these beds with increased treatment flexibility will help the organization fulfill their mission.

ECHO services are vital to Atascadero residents who are homeless. The need for this shelter is well documented. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

I have seen clients who have to be turned away. We need to be doing more and adding these beds is a good step. We are thankful for Atascadero making this contribution to community and hope to use this example in getting other communities to step up.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

I am happy that ECHO is willing and able to expand such vital services for our greater community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Thank you,


Rogan Thompquist


Janet Thompquist



July 3, 2019

City of Atascadero Planning Commission
6500 Palma Avenue
Atascadero, CA 93422



SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

Dear Atascadero Planning Commissioners:

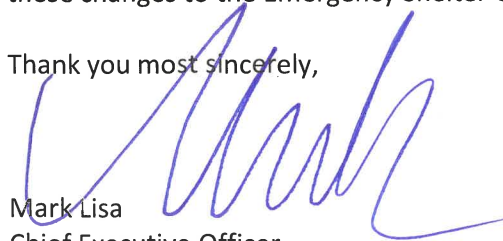
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I am thrilled that ECHO is willing and able to expand such vital services for our community and on behalf of the two hospitals, and multiple primary, specialty, and Urgent Care Clinics that comprise Tenet Health Central Coast; I offer my strongest recommendation to the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Thank you most sincerely,



Mark Lisa
Chief Executive Officer
Tenet Health Central Coast

Sierra Vista Regional Medical Center and Twin Cities Community Hospital



June 25, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Re: Support to Increase Capacity and Access at El Camino Homeless Organization (ECHO) Shelter

Dear Atascadero Planning Commissioners:

I am writing to you representing CenCal Health, the local health plan that provides Medi-Cal benefits for more than 175,000 residents of San Luis Obispo and Santa Barbara Counties. CenCal Health supports ECHO's application to add 10 shelter beds to their existing 50 bed capacity. CenCal Health is the Medi-Cal Managed Care health plan for San Luis Obispo and Santa Barbara Counties. Our members are residents of San Luis Obispo County, including homeless residents who represent the majority of the shelter's clients. ECHO's standard services are vital to those who are homeless. Often these individuals are struggling with illness or injury; in fact, medical conditions can be a contributing factor to homelessness due to an inability to work and pay the rent or mortgage. Shelter is a critical foundation for health, and residents who are homeless with chronic or acute illnesses or injuries find it very difficult to recuperate and obtain new housing on their own.

ECHO links clients to physical and mental health resources when they themselves are lacking the ability to identify these connections. Their staff estimates that they connect 30% of their clients with Medi-Cal and community resources to improve their physical and mental health. These resources help clients to stabilize, recuperate, and build improved health outcomes, allowing them to return to stable, independent living.

In addition, CenCal Health supports ECHO's proposal to change ECHO's Conditional Use Permit to allow the shelter to be open 24 hours per day, 7 days per week for residents. This proposal is on an upcoming Atascadero City Council agenda. As a result of this request and the request to add beds, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are being discharged from hospitals with no place to recuperate from surgeries and illnesses. The additional 10 beds requested would provide more space to house the medically fragile. With the additional 24/7 access to the facility, these clients would be able to remain in bed during the day to heal.

4050 Calle Real, Santa Barbara, CA 93110
1288 Morro Street, Suite 100, San Luis Obispo, CA 93401
805.685.9525 • Toll-Free 800.421.2560 CenCalHealth.org

ECHO Shelter
June 25, 2019
Page 2

CenCal Health supports increased access to medically fragile beds for homeless residents. Currently, there are only nine recuperative care beds for the medically fragile homeless in San Luis Obispo. We hope that the Atascadero Planning Commission will approve the requested change to the Emergency Shelter Overlay Zone and allow ECHO to move forward with the creation of this vital community support.

Sincerely,

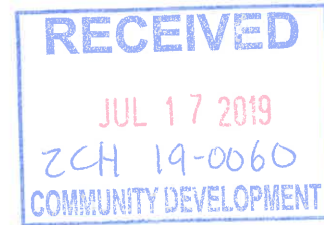


Bob Freeman
Chief Executive Officer
CenCal Health

Cc: Wendy Lewis
Chief Executive Officer
ECHO Shelter
6370 Atascadero Ave
Atascadero, CA 93422



Atascadero
CHAMBER OF COMMERCE



July 16, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

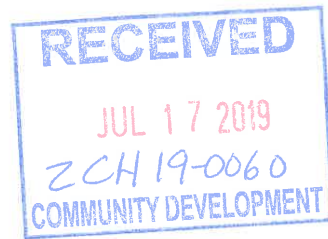
Data for the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelter, with nearly 70% of the homeless surveyed lacking access to safe shelter. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Emily Reneau
CEO/President
Atascadero Chamber of Commerce



1030 Southwood Drive
San Luis Obispo
California 93401
•
(805) 544-4355
FAX (805) 549-8388
www.capslo.org

July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Grace McIntosh
Deputy Director

• Adult Day Services • Child Care Resource Connection • Energy Conservation & Weatherization Services • Family & Community Support Services •
• Head Start Programs • Health Services • Homeless Services • State Child Development Programs • Supportive Services for Veteran Families Programs

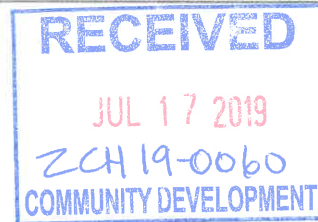




COUNTY OF SAN LUIS OBISPO
BOARD OF SUPERVISORS
John Peschong *District One Supervisor*

July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Commissioners:

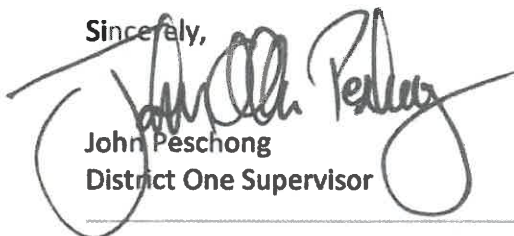
SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase their number of beds by 10 and to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. Homelessness is a pressing problem throughout San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

Data from the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelters, with nearly 70% of the homeless surveyed lacking access to safe shelter. ECHO services are vital to Atascadero residents who are homeless and I'm grateful that ECHO is willing and able to expand such vital services for our community. Thank you for your consideration of ECHO's requests.

Sincerely,



John Peschong
District One Supervisor



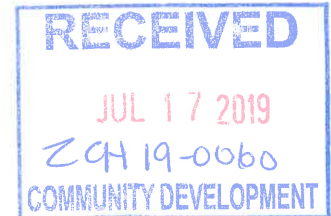
BOARD OF SUPERVISORS

1055 MONTEREY, ROOM D430 • SAN LUIS OBISPO, CALIFORNIA 93408-1003 • 805.781.5450

ADAM HILL
SUPERVISOR DISTRICT THREE

July 17, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

Dear Atascadero Planning Commissioners:

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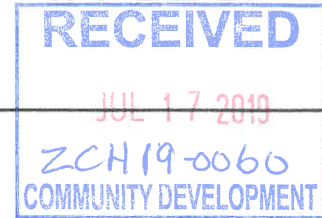
Sincerely,

A handwritten signature in blue ink, appearing to read "Adam Hill".

Adam Hill
District 3 Supervisor



COUNTY OF SAN LUIS OBISPO
BOARD OF SUPERVISORS
Debbie Arnold *District Five Supervisor*



July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

RE: *El Camino Homeless Organization (ECHO) Expansion of Services*

Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone. Thank you for your consideration and please feel free to contact me if you have any questions.

Sincerely,

Debbie Arnold
5th District Supervisor
San Luis Obispo County

County of San Luis Obispo Government Center

1055 Monterey Street | San Luis Obispo, CA 93408 | (P) 805-781-4339 | (F) 805-781-1350
info@slocounty.ca.gov | slocounty.ca.gov



COUNTY OF SAN LUIS OBISPO
HEALTH AGENCY
BEHAVIORAL HEALTH DEPARTMENT

Michael Hill, MPH, MPA, FACHE *Health Agency Director*
Anne Robin, LMFT *Behavioral Health Director*

July 2, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

A handwritten signature in black ink that reads "Anne Robin".

Anne Robin, Behavioral Health Director

County of San Luis Obispo Health Agency

2180 Johnson Avenue | San Luis Obispo, CA 93401 | (P) 805-781-4719 | (F) 805-781-1273
info@slocounty.ca.gov | slocounty.ca.gov



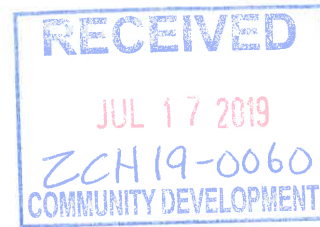
5cities homeless coalition
resources. support. hope.

**5Cities Homeless Coalition
Board of Directors**
Mike Byrd, President
Kenneth Dalebout, Treasurer
Larry Vernon, Secretary
Linda M Austin
Anna Corbett
Peggy Coon
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Richard Malvarose
Linda Pierce
Amy Taylor
Richard Van Houten

Executive Director
Janna Nichols
Janna.Nichols@5chc.org

www5CHC.org
P.O. Box 558
Grover Beach, CA 93483
Office (805) 574-1638
Fax (805) 668-2380

5Cities Homeless Coalition
A 501(c)(3)
Nonprofit Corporation
ID #27-0413593



July 2, 2019

Planning Commission
City of Atascadero
6500 Palma Ave.
Atascadero, CA 93422

Re: ECHO Application to expand beds and service hours

Chairperson Zirk,

Chairperson Zirk and fellow commissioners, I am writing this letter of support for El Camino Homeless Organization's application to expand service hours and shelter beds. The addition of shelter beds and homeless services that will be provided with your approval is sorely needed to help address the challenges of our most vulnerable medically fragile citizens.

Homelessness comes at great personal and community costs. Often it is a major "life event" that causes someone to lose their housing. Unemployment, the break up of the family, a sudden illness or chronic health condition are the most common causes. On a personal level living without shelter can have a life changing impact on personal health, wellbeing and safety; and it is especially detrimental to child learning. Without a stable and consistent place to call home, the learning outcomes for children are severely affected.

Poor health is closely associated with homelessness. Homeless people are three to six times more likely to become ill than housed people. Homelessness precludes good nutrition, good personal hygiene, and basic first aid, adding to the complex health needs of homeless people. ECHO's application before you seeks to address these greatest health concerns.

5Cities Homeless Coalition has a strong partnership with ECHO to address the needs of those who are homeless in our community. We are working collaboratively to provide assistance with housing and meet the immediate needs to our mutual clients. Expanded services at ECHO will support our collaborative efforts.

5Cities Homeless Coalition is eager to support ECHO's work and application for expanded services. Our collective efforts on behalf of those who are homeless will be strengthened immensely with the additional resources proposed. It is my belief that our ability to help the most vulnerable homeless residents to obtain and succeed in living in stable housing, and of achieving an improved quality of life, is dependent on addressing their health challenges in a safe shelter environment. I strongly support ECHO's application ask that you give this application careful consideration.

Sincerely,

Janna Nichols
Executive Director

GRANITE RIDGE



CHRISTIAN CAMP

07/15/2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

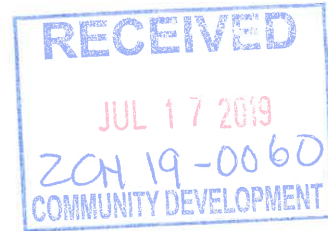
Sincerely,
Shay Stewart
Granite Ridge Christian Camp



FAMILY CARE NETWORK

July 11, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

RE: El Camino Homeless Organization (ECHO) Expansion of Services

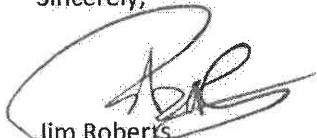
I am writing to express Family Care Network, Inc.'s full support of ECHO's application to increase the number of beds at its North County shelter. Family Care Network works with homeless families and children throughout the County in order to identify housing solutions. We have witnessed firsthand the need in North County for additional shelter beds, as well as supportive services that will assist vulnerable households to transition to stability. In addition to shelter, ECHO provides food, showers, clothing, and case management. ECHO staff and volunteers are dedicated to helping families and individuals find jobs, secure housing, and obtain supportive resources that will allow them to become self-sufficient once again.

Homelessness is a pressing problem in San Luis Obispo County. Data from the most recent county-wide Homeless Census and Survey (2017) supports the high need for additional shelter beds, with nearly 70% of the homeless surveyed lacking access to safe shelter. ECHO's shelter in Atascadero is generally full and often has a waiting list of both families and individuals; about 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours a day for use by residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This will make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

The enhanced services that ECHO is proposing are clearly needed and will fill an existing gap in resources that exist in the area. Family Care Network urges the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

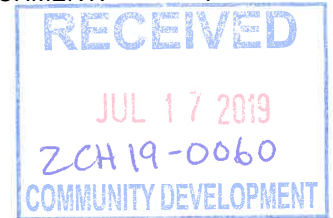
Sincerely,



Jim Roberts
Founder/CEO

FAMILY CARE NETWORK, INC.

📞 805.781.3535 🖨️ 805.503.6499 🌐 www.fcni.org
📍 1255 Kendall Road, San Luis Obispo, California 93401



July 7, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

COALITION PARTNERS:

Bike SLO County
Boys and Girls Club – South County
Cal Poly State University
Center for Sustainability
Food Science & Nutrition Department
Kinesiology Department
CenCal Health
City of San Luis Obispo Parks and Recreation
Community Action Partnership of SLO
Community Foundation of SLO County
Dairy Council of California
Diringer & Associates
First 5 San Luis Obispo County
Food Bank Coalition of SLO County
French Hospital Medical Center
HomeShareSLO
Lucia Mar Unified School District
One Cool Earth
Rideshare – Safe Routes to School
San Luis Sports Therapy
SLO Council of Governments
SLO County Departments:
Board of Supervisors
Health Commission
Planning and Building
Public Health
SLO County Office of Education
UC Cooperative Extension
YMCA of SLO County

Dear Atascadero Planning Commissioners,

The Healthy Communities Work Group supports ECHO's application to increase the number of beds from 50 to 60, and their proposal to change their Conditional Use Permit to allow the shelter to be open 24/7. Interventions in housing and health are most successful when holistically integrated¹, and these proposed changes will allow ECHO to best promote the health and stability of clients.

Individuals experiencing homelessness have disproportionately high rates of chronic mental and physical health conditions, co-occurring disorders, and barriers to health care. Increasing the number of beds from 50 to 60 would allow ECHO to house an additional 40 clients each year. ECHO staff and volunteers help clients find jobs and social supports and return to stable, secure housing.

An expansion of ECHO's operating hours would allow for the care of medically fragile clients. Clients may include homeless residents that are being discharged from hospitals with nowhere to go to recover from surgeries and illnesses. Medical conditions and complications can cause homelessness or exacerbate existing financial burdens². Medically fragile clients are particularly vulnerable, and an expansion of hours will help to provide individuals with services that can improve their long-term health and wellbeing.

The Healthy Communities Work Group is fully supportive of these proposed changes, and urges the Atascadero Planning Commission to approve changes as requested.

Sincerely,

Kayla Rutland
Healthy Communities Work Group

¹ *Housing and Homelessness as a Public Health Issue*, APHA. 2017.

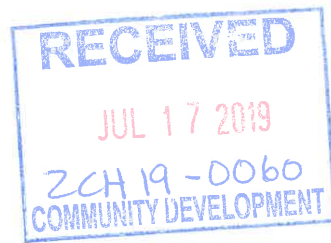
² *Homelessness is a Public Health Issue*, American Journal of Public Health. 2013.

June 28, 2019

City of Atascadero Planning Commission

6500 Palma Ave

Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the

Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Ken Hutchinson, Administrator

North County Christian School



July 9, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. As the President/CEO of an organization that works in the housing sector providing supportive services for some of the most vulnerable throughout the Central Coast, I can attest that the services provided by ECHO are vital to Atascadero residents who are homeless.

Mirroring the rest of the State, homelessness has reached a crisis point in San Luis Obispo County. The causes of this are typically not through lack of individual responsibility but usually caused by a financial emergency, illness, or relationship issue that has resulted in a family losing everything. So many of our neighbors are one house payment or rent check away from this devastating situation. But should homelessness befall an individual or family, ECHO staff and volunteers are there to find jobs, secure housing, obtain supportive resources and help return people with dignity to a stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

Data for the most recent San Luis Obispo Point in Time Survey supports the immediate need for shelter, with nearly 70% of the homeless surveyed lacking adequate access. The ECHO shelter is essentially full every day it is in operation. There is often has a waiting list, and the heartbreaking and inhumane situation arises regularly where people in dire need are turned away. Whenever possible ECHO provides a safe and welcoming place for people while they seek successful life transitions, with more beds they could do so much more.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open round the clock for its residents. This would facilitate two vital improvements; ECHO would be able to care for medically fragile clients, allowing for residents discharged from hospitals with nowhere to go to recuperate and increase the hours available for these clients to heal in peace throughout the day.

I could not be more supportive of the plan for ECHO to expand these vital and much-needed services for our community and urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

John Fowler
President & CEO
Peoples' Self-Help Housing

July 3, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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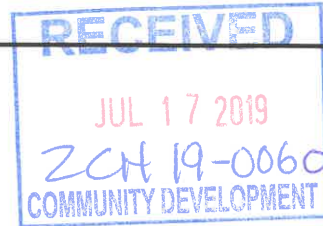

Susan Lamont
Interim Associate Director
on behalf of RISE

Sexual Assault/Abuse and Intimate Partner Violence Programs





San Luis Obispo County YIMBY
1151 Ramona Avenue
Grover Beach, CA 93433
(805) 904-7325
slocoyimby@gmail.com



July 11, 2019
City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

LETTER OF SUPPORT: ECHO SHELTER HOURS AND SPACE ADJUSTMENT

To The Atascadero Planning Commissioners,

SLOCo YIMBY is an activist group that advocates for housing related issues across San Luis Obispo County. The second acronym of our name stands for "Yes, In My Backyard," as an antithesis to the general belief shared by some residents that housing solutions are important but that they always belong somewhere else, not here, and not now. We welcome new neighbors, diversity, walkable cities, and practical solutions that meet the needs of our communities across the county. YIMBY groups are sprouting up all over the country as our nation grows in its awareness of systemic and governmental barriers to affordable, plentiful housing. We are an extension of those efforts.

We write today to offer our strong support of ECHO Shelter's request to address the nature of their use permit so that they can better serve those most in need. Expanding the hours of operation will enable them to be available for their clients at their hours of need, rather than hoping client needs will conform to office hours. This will allow them to serve folks who are otherwise going to be left on the street, especially when leaving the hospital, and we know from extensive studies that placing these clients in stable environments and preventing them from being left without guidance is the best way to ensure they find and keep a safe place to stay. It's the ounce of prevention that's worth a pound of cure.

We also strongly support ECHO's request to add 10 beds to their shelter space. A vast majority of our homeless in SLO County are unsheltered, and in the northern part of our area, where temperatures can reach extremes at all times of the year, these bed spaces can mean the difference between life and death. ECHO continues to enjoy the support of the majority of surrounding neighbors, and we believe this gives them additional liberty to add as many beds as they see fit and as their funds will allow.

Thank you for serving our county and for your time and attention to this urgent matter.

Please support the needs of the less fortunate in North County and allow ECHO to adjust their hours and space as best serves their clients.

Warmest Regards,

Krista Jeffries
Executive Director, SLOCo YIMBY



TRANSITIONAL FOOD AND SHELTER

HOUSING * HELPING * HEALING

7/03/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

Data for the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelter, with nearly 70% of the homeless surveyed lacking access to safe shelter. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Jeff Wilshusen
President

6500 Morro Road Suite A – Atascadero – CA – 93422 – (805) 466-5404
www.nowheretogo.com

7-11-2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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Sincerely,

Michelle Blanc, LCSW
Twin Cities Community Hospital

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Jamie Alfson

July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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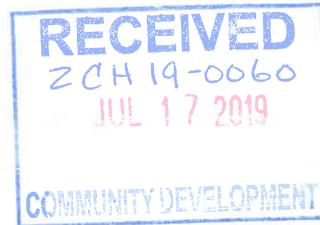
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

From: Kathie Asdel
Subject: ECHO letter
Date: July 3, 2019 at 2:40 PM
To: George Asdel



FROM Kathie Asdel
DATE 7/3/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

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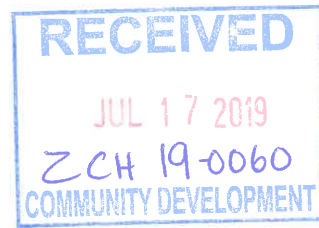
Sincerely,

Kathleen A. (Kathie) Asdel
As one of the early ECHO Board members,
I support this expansion of services
at the shelter. ECHO has become a role
model for effective services to the home-
less providing opportunities for people
in need to move from homelessness
to being productive members of our
community. Thank you for your
thoughtful consideration of these
requests. LAA

FROM Jay Adams, Phd, Klaus Schumann

DATE 7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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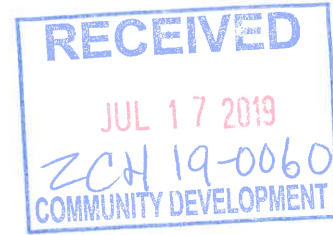
Sincerely,

Jay Adams, Ph.D.

Klaus Schumann

FROM : Lori Bickel
DATE : 4 July 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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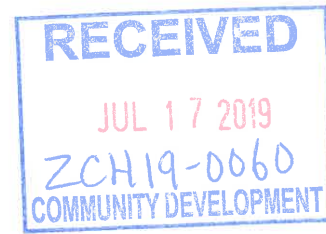
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Sincerely,

Lori Bickel

FROM : Mike Bickel
DATE : 4 July 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Mike Bickel

Jodi Block

July 12, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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Sincerely,

Jodi Block

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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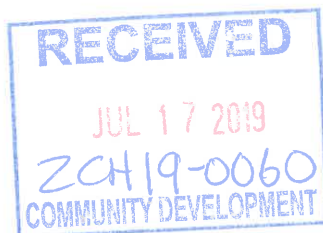
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Sincerely,

A handwritten signature in black ink, appearing to read "Colin Brake". The signature is stylized with large, sweeping loops and a long horizontal stroke at the end.

Colin Brake

**July 11, 2019**

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

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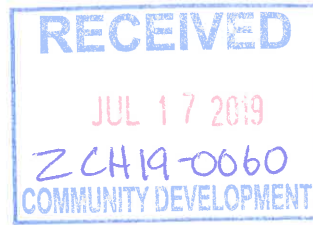
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

David W. Buck-Moyer



July 10, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

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Sincerely,

A handwritten signature in black ink that reads "Sandra K. Buck-Moyer".

Sandra K. Buck-Moyer

July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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Sincerely,

Name GLEN CASEY

;

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
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SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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Data for the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelter, with nearly 70% of the homeless surveyed lacking access to safe shelter. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Daniel Chaides

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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Sincerely,

Adan Chavarria

July 7, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of expanding the ECHO Homeless shelter to be a 24/7 shelter. Currently, all overnight clients at the shelter have to vacate the premises from 9 AM to 4:30 PM. Many of our clients do not own vehicles. You can see them throughout town pushing strollers or walking on the streets to find relief from heat, rain, or cold weather.

I've personally seen the impact limited shelter time has on the medically fragile in our community. Many clients who use ECHO resources face debilitating health conditions and are doing their best to regain their health. These clients also tend to be much more susceptible to other health implications such as pneumonia, flu virus, and exhaustion. Without a safe and stable environment for them heal, recovery is made nearly impossible. These individuals would especially benefit from a 24/7 resource facility- particularly when faced with Atascadero's extremely hot and cold climate.

I am a regular volunteer in most aspects of ECHO's operations. I see the difficulties of the parents with young children who have to vacate the premises at 9 AM. If those parents could stay at the shelter during the day, the children would have a safe place to play, read, and be themselves.

In addition to increasing ECHO's hours of operation to a 24 hour facility, they would like to add 10 more beds to their current 50 bed operation. ECHO has worked diligently with the neighbors, schools and churches in the area to keep the shelter as a positive force in our town. Students, scouts, service clubs, individuals and many churches regularly volunteer hours and money to ECHO's shelter program. Our young people are learning that the "homeless" are people, just like them. People who need a boost, who need a safe place to get back on their feet.

I am proud that Atascadero has supported the ECHO shelter, the only year round shelter in the north county. I would like the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely, 

Jean Collins
Retired school teacher and volunteer at ECHO

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Robert Daniels

r

July 12, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

Please count me among those writing in support of ECHO's application to increase the number of beds by 10 and services to 24 hours. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in our city with evidence each day around town, and data collected by support services. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. Homelessness for anyone is a concern and homelessness for families is a great concern. I maintain that it is important to increase as many resources and as much service as we can.

I volunteer weekly at the ECHO shelter and witness the needs of clients and the response of the staff. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions. More beds would equal more opportunities for those of us that are homeless.

In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. One result of these two changes: ECHO would be able to help provide a place for medically fragile clients, somewhere to go to recuperate, and a place to heal throughout the day. The need for an open shelter is obvious to me as I see clients leaving in the morning.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

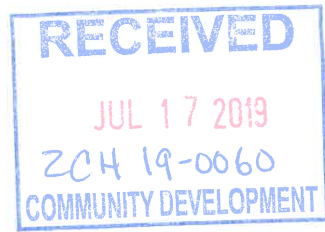
Sincerely,

Jim Dewing

;

July 7, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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Increasing the number of beds from 50 to 60 would allow ECHO to house 40 additional clients each year (clients have a three-month stay) with minimal impacts to the neighborhood. Without any doubt, giving 40 more people each year access to life-changing shelter, case management, and supportive services is of the highest priority, particularly in this time of housing shortages and increasing homelessness.

In addition to this application to increase the number of beds at ECHO, a proposal to change ECHO's Conditional Use Permit to allow the shelter to be open 24/7 for residents will be on the Atascadero City Council agenda. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are being discharged from hospitals with nowhere to go to recuperate from surgeries and illnesses. The additional 10 beds being requested would provide more space to house the medically fragile; with the additional 24/7 access to the facility, these clients would be able to remain in bed during the day to heal.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Linda Doust/Former Board Member ECHO

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Mark Ellis

FROM : Wendy Fisher
DATE : 4 July 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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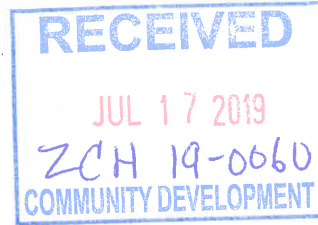
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Sincerely,

Wendy Fisher

FROM : Robert Fisher
DATE : 4 July 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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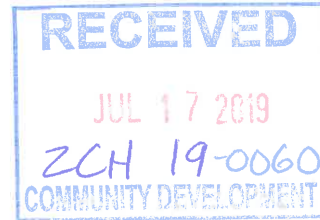
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Robert Fisher



7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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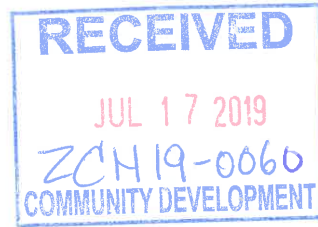
Sincerely,

Raul Florez

DATE: 7/5/19

FROM: Eric Gbler

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

DATE: 7/6/2019

FROM: CAROL GOBLER

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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Sincerely,

Carol H. Gobler



Wendy Lewis <wlewis@echoshelter.org>

Atascadero Planning Commission Request

2 messages

Asta
To:

Sat, Jul 13, 2019 at 5:12 PM

Dear Wendy,

For some reason we are not receiving a "template" on which to add our signatures.

We definitely and wholeheartedly support your request to expand the ECHO Shelter facilities and services. Please forward this to the Atascadero Planning Commission.

Thank you for all you do.

Duane and Asta Hamann

El Camino Homeless Organization Founding Board Members - 2000 to 2003.

Wendy Lewis

To:

Cc:

Tue, Jul 16, 2019 at 11:22 AM

Hi Asta,

Thank you for sending this and your dedication to ECHO.

Wendy

[Quoted text hidden]



ITEM NUMBER:
DATE:
ATTACHMENT:

B-2
08/13/19
4

Date: 7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

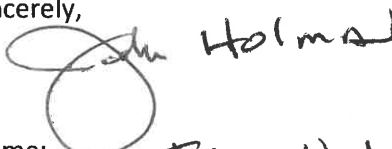
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,


Name: John Holman
Address :
J
a
j

July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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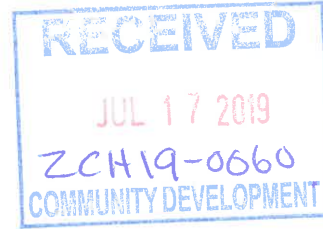
I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,


Name

Tuesday, July 9, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

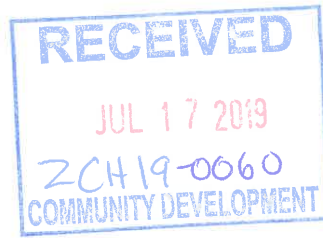
Sincerely,



James D. Hosier

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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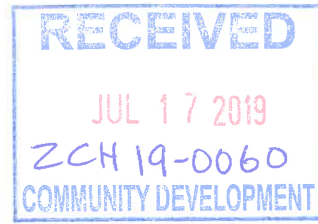
As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Adam Hughes

July 4, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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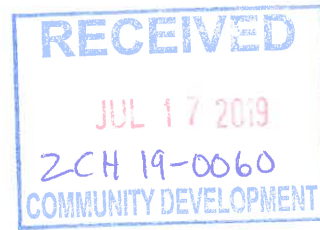
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Sincerely,

Jennifer Idler
Idlers Home

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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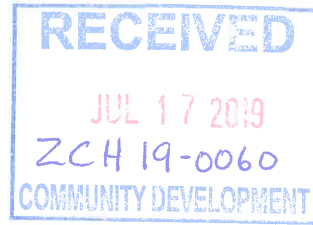
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Sincerely,

Megan Leseberg

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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Sincerely,

Kurt Lewis

DATE: July 10, 2019

FROM: Leigh Livick

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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Increasing the number of beds from 50 to 60 would allow ECHO to house 40 additional clients each year (clients have a three-month stay) with minimal impacts to the neighborhood. Without any doubt, giving 40 more people each year access to life-changing shelter, case management, and supportive services is of the highest priority, particularly in this time of housing shortages and increasing homelessness.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Leigh J. Livick

DATE: 7-7-2019

FROM: PATRICK LISSER

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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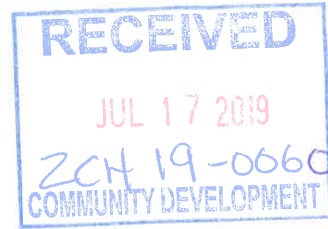
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,



July 9, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

As a neighbor who lives less-than two blocks from the ECHO shelter, I can attest to the respectful nature of the clients who are in need to this incredibly important service.

Considering my residences proximity and positive history I fully support-with tangible weight-to support ECHO's application to increase the number of beds by 10. ECHO services that are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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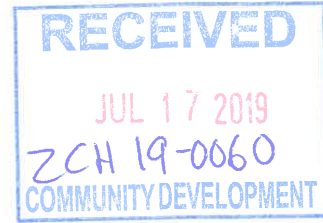
Sincerely,

Richard Linderer

DATE: 7-7-19

FROM: Karen Lieser

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

DATE: 7-8-2019

FROM:

Kelly Long

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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Sincerely,

Kelly Long

ITEM NUMBER:
DATE:
ATTACHMENT:

B-2
08/13/19
4

DATE

July 12, 2019

City of Atascadero Planning Commission

6500 Palma Ave

Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,



(FOUNDER)

NAME

ADDRESS (if desired)



From: Tillman and Sheri Moen
Proud Atascadero residence and ECHO supporter
Date: July 3, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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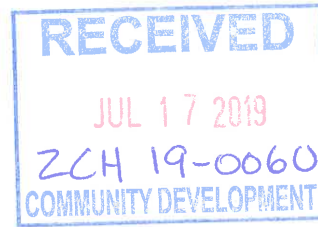
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Sincerely,

From: Stephany Martin
Date: July 12, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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Sincerely,



July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services


I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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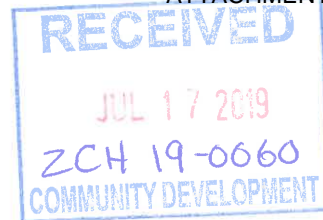
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Sincerely,



Name *Charles A. Matthews*

5



7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

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SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Mary Maya

DATE: July 9, 2019

FROM: Jeannie Malik

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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Increasing the number of beds from 50 to 60 would allow ECHO to house 40 additional clients each year (clients have a three-month stay) with minimal impacts to the neighborhood. Without any doubt, giving 40 more people each year access to life-changing shelter, case management, and supportive services is of the highest priority, particularly in this time of housing shortages and increasing homelessness.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

DATE: JULY 10, 2019

FROM: GREG MALIK

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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Sincerely,

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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Sincerely,

David Middleton

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

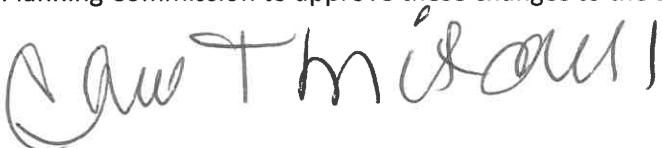
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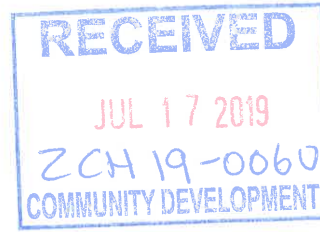
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Sincerely, 

Cheri Mitchell

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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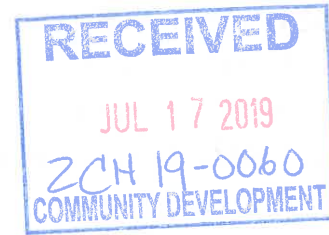
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Sincerely,


Art Morales

FROM Holly Naylor
DATE July 4, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

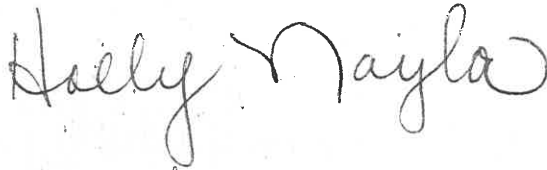
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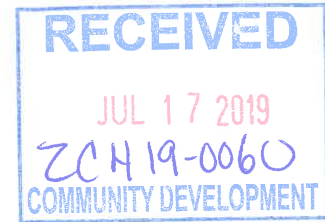
I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

A handwritten signature in cursive script, appearing to read "Holly Nayla".

DATE: July 8, 2019
FROM: Peggy & Tom O'Malley

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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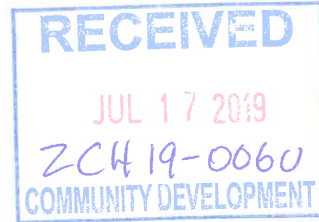
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

From: Lisa Nunes
7/12/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Lisa Nunes, Atascadero resident

Form: Kevin Nunes
7/12/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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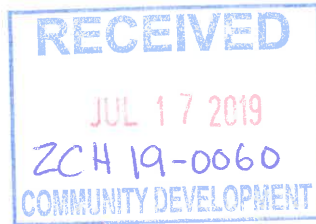
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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Kevin Nunes, Atascadero resident



July 9, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

Dear Atascadero Planning Commissioners:

I am writing in enthusiastic support of ECHO's application to increase the number of beds by 10 and increase services to 24 hours a day.

I started volunteering as a shower monitor 1-3 times per week at ECHO in May. The clients who come to shower are so appreciative and thankful. Many are on a waiting list for shelter. Some are families.

The staff and other volunteers are kind and conscientious. There is a care of clients, but also awareness and respect for neighbors and others in the vicinity. If there is any excessive noise or disruption people respond right away to keep things positive and orderly.

In my short time with direct contact, I have been impressed that the clients know each other, they help each other out - sharing resources, passing on clothes or a sleeping bag, being encouraging about positive changes, etc. - and create a community. Many have shared brief comments about how negatively they are viewed by others out on the street.

There are many stories and paths to becoming homeless. There should also be many paths and supports to finding stability. ECHO is an established and vital path to help people get back to stability. The facts are that a stable living situation is the first step to dealing with whatever causal issues led to homelessness in the first place. Figuring out where to sleep, to eat, to get clean all take so much time and energy that nothing can get resolved until the living situation stabilizes.

Not in my backyard is a selfish and heartless way to decide things. A community is only as good as it treats its most vulnerable members. None of us is so protected that we could not become homeless.

We are so fortunate to have an agency that has an established positive history serving people who are homeless and helping them get on the road to being productive and stable members of our community. The work that ECHO does fills a serious gap in services. The fact that they are ready and willing to increase services is a huge plus and should be supported.

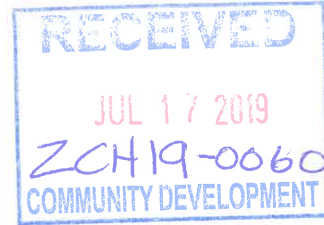
I am thankful that ECHO is willing and able to expand such vital services for our community. I urge the Atascadero Planning Commission to take advantage of ECHO's resources and approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Laura E. Parker

July 2, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Anna Pecharich

Anna & mom

July 5, 2019

City of Atascadero Planning Commission
6500 Palma Ave Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in SLO County, usually caused by a financial emergency, illness, or relationship issues resulting in a family losing everything. ECHO staff and volunteers help families and individuals get training, find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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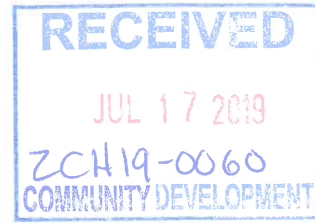
ECHO has an excellent record for maintaining safety and respect to the surrounding community.

Sincerely,

Lee Perkins and Tom Comar, Atascadero

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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Sincerely,

Elisabeth Ruiz

7/8/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

As a current resident at ECHO Homeless Shelter I would like to let the Atascadero Planning Commission know how these changes will have a huge impact on the lives of people facing homelessness. I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,



Anthony Ruiz

DATE: 7/5/19

FROM: OSCAR SANCHEZ

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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Increasing the number of beds from 50 to 60 would allow ECHO to house 40 additional clients each year (clients have a three-month stay) with minimal impacts to the neighborhood. Without any doubt, giving 40 more people each year access to life-changing shelter, case management, and supportive services is of the highest priority, particularly in this time of housing shortages and increasing homelessness.

In addition to this application to increase the number of beds at ECHO, a proposal to change ECHO's Conditional Use Permit to allow the shelter to be open 24/7 for residents will be on the Atascadero City Council agenda. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are being discharged from hospitals with nowhere to go to recuperate from surgeries and illnesses. The additional 10 beds being requested would provide more space to house the medically fragile; with the additional 24/7 access to the facility, these clients would be able to remain in bed during the day to heal.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,



Wendy Lewis <wlewis@echoshelter.org>

Support for Increasing Shelter Beds and Hours of Operation at ECHO

2 messages

Mariam Shah
To:

Sun, Jul 14, 2019 at 2:25 PM



Dear Planning Commissioners:

I am writing to express my strong support for the additional 10 beds and extended hours at the ECHO Homeless Shelter. I toured the shelter when it first opened and was lucky enough to have a very recent tour of the facility. The way ECHO has grown and the way it melds with the current neighborhood and surroundings were so impressive. I only wish we could have such a wonderful place in South County someday.

It is time we stop expecting providers to solve the homeless crisis with one hand tied behind their backs. Allowing ECHO to provide more beds and more hours will benefit the Atascadero community tremendously. It will also keep homeless individuals from having another hurdle on the road to employment, safety and independence.

Thank you so much for your consideration,

Mariam Shah

Mayor Pro Tem Grover Beach

Vice-Chair Homeless Services Oversight Committee of SLO County

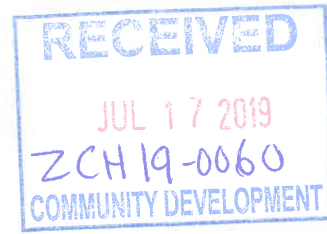
This email and any attached files are confidential and intended solely for the intended recipient(s). If you are not the named recipient you should not read, distribute, copy or alter this email. Any views or opinions expressed in this email are those of the author and do not represent those of the company. Warning: Although precautions have been taken to make sure no viruses are present in this email, the company cannot accept responsibility for any loss or damage that arise from the use of this email or attachments.

ITEM NUMBER:
DATE:
ATTACHMENT:

B-2
08/13/19
4

July 5, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day.

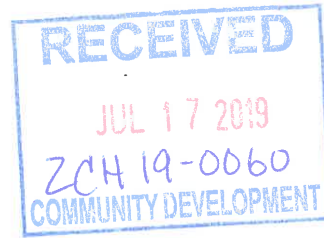
As a regular volunteer at the shelter, I have watched families with infants and the elderly leaving the shelter on days that are bitterly cold or rainy. I often wonder where they will spend the next 12 hours, and if they will be able to stay warm and dry. I know that having access to the shelter during days of extreme weather would be a huge benefit to these clients. I also think that the extended hours would give the ECHO staff more options for meeting with clients and more opportunity to offer support and guidance to the homeless population in general.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Linda Steward

DATE: 7-7-19
FROM: Alan J. Sanlier



City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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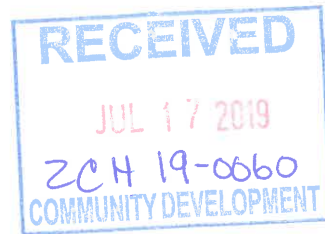
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Sincerely,
Alan J. Sanlier

DATE: 7/7/2019

FROM: Jerry Tanelier

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

7/2/19

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. Our organization's program, HomeShare SLO, receives calls from these county residents in dire need of housing, having lost their housing and now vulnerable and often sleeping in their cars. Due to our program's design, we are not able to serve this urgency. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

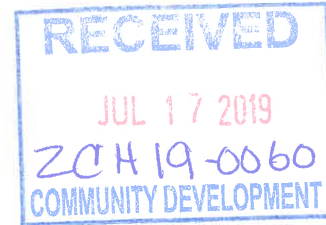
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In addition to increasing the number of beds, ECHO proposes to change its Conditional Use Permit to allow the shelter to be open 24 hours daily for its residents. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are discharged from hospitals with nowhere to go to recuperate. The additional 10 beds being requested would provide more space to house the medically fragile; and the increased hours would provide these clients with a place to heal throughout the day. This need to house the medically fragile has been identified as critical among our partners in housing and we are very supportive of ECHO seeking this change to its Conditional Use Permit.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Stephanie Teaford
Director of Outreach
Smart Share Housing Solutions



July 8, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422

Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services


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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,


Name Tom & Iris Thompson
Address

July 5, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

I am writing in support of ECHO's application to increase the number of beds by 10. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families and individuals find jobs, secure housing, obtain supportive resources and return to stable lifestyle. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues. As I myself volunteer at ECHO, I see firsthand the difference that is made in each person who comes through their doors. Having no previous experience of what a typical shelter might look like I can honestly say that ECHO is so much more than just a place to grab a meal and possibly find a bed for the night. They offer so much more than that and by changing its Conditional Use Permit would allow them to better assist those who really need the assistance.

Data for the most recent county-wide Homeless Census and Survey (2017) supports the high need for shelter, with nearly 70% of the homeless surveyed lacking access to safe shelter. The ECHO shelter is generally full and often has a waiting list (until a bed is available, ECHO provides supportive resources including food, showers, clothing, and case management). ECHO provides a safe and welcoming place for people while they seek successful life transitions.

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn VanWvhe". The signature is stylized with a long horizontal line extending to the left and a large loop at the end.

Shawn VanWvhe

July 8, 2019

City of Atascadero Planning Commission

6500 Palma Ave

Atascadero, CA 93422



SUBJECT: El Camino Homeless Organization (ECHO) Addition of 10 Beds + Extended Hours

Dear Atascadero Planning Commissioners:

The homeless problem in California is getting worse – not better. Until we are able to provide housing to those who are living on our streets, it is important to provide critical life-preserving services to those in need.

The north county of SLO is particularly lacking in both affordable housing and shelter beds. Increasing the number of beds at ECHO shelter by 10 is greatly needed, as well as expanding to 24 hour service to be able to care for clients who have medical needs which do not allow them to live in our streets.

We are fortunate that ECHO is willing and able to expand their vital services in north SLO county, and I hope and pray that Atascadero Planning Commission is willing to allow ECHO to provide additional services in the Emergency Shelter Overlay Zone.

Please consider doing the right thing and allow for the expansion of services to those in greatest need.

Sincerely,

Tim Waag

July 1st, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Zoe Zappas
Z Villages LLC (Atascadero La Plaza)

FROM : Mike Zappas
DATE : 4 July 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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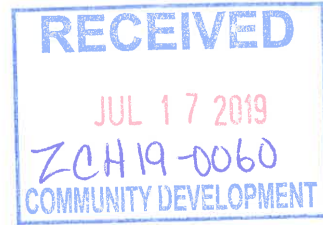
I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Mike Zappas

FROM : Peggy Zappas
DATE : 4 July 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



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Sincerely,

Peggy Zappas



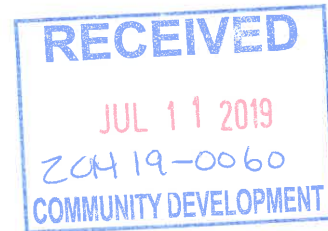
Transitions-Mental Health Association

Inspiring hope, growth, recovery and wellness in our communities.

ITEM NUMBER: B-2
DATE: 08/13/19
ATTACHMENT: 4

July 5, 2019

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

SUBJECT: El Camino Homeless Organization (ECHO) Expansion of Services

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Sincerely,

Jill Bolster-White
Executive Director

July 30, 2019

City of Atascadero
Planning Commission
6500 Palma Avenue
Atascadero, CA
93422



Atascadero Planning Commissioners:

Re: El Camino Homeless Organization (ECHO) Expansion of Services

I'm writing to voice my support for ECHO's application to increase the number of beds by 10 and change it's CUP (Conditional Use Permit) to allow the shelter to be open 24 hours a day for it's residents.

I serve on the Arroyo Grande City Council, but am writing this letter as a individual and not speaking for the Council. I also serve as the Chair of the HSOC (Homeless Services Oversight Council) and for the last six years have been immersed in homeless issues in the County. But again, I am not speaking for the HSOC, but as a private citizen.

As I'm sure you know, ECHO is doing amazing work in North County helping move the most vulnerable citizens forward and make their lives better. These two changes would bring about profound positive changes to Atascadero citizen's lives. The City of Atascadero and all of North County is so lucky to have ECHO!

I urge the Atascadero Planning Commission to approve these changes to the Emergency Shelter Overlay Zone.

Thank you!

Kristen Barneich

DATE:

FROM:

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

I am writing in support of ECHO's application to increase the number of beds from 50 to 60. ECHO services are vital to Atascadero residents who are homeless. Homelessness is a pressing problem in San Luis Obispo County, usually caused by a financial emergency, illness, or relationship issue that resulted in a family losing everything. ECHO staff and volunteers help families to pick up the pieces of their lives, find jobs and social supports, and return to stable, secure housing. About 60% of ECHO clients are children and their parents; many others are elderly, veterans, and people facing health issues.

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Increasing the number of beds from 50 to 60 would allow ECHO to house 40 additional clients each year (clients have a three-month stay) with minimal impacts to the neighborhood. Without any doubt, giving 40 more people each year access to life-changing shelter, case management, and supportive services is of the highest priority, particularly in this time of housing shortages and increasing homelessness.

In addition to this application to increase the number of beds at ECHO, a proposal to change ECHO's Conditional Use Permit to allow the shelter to be open 24/7 for residents will be on the Atascadero City Council agenda. As a result of these two changes, ECHO would be able to care for medically fragile clients. This would make a vital difference in the lives of homeless residents who are being discharged from hospitals with nowhere to go to recuperate from surgeries and illnesses. The additional 10 beds being requested would provide more space to house the medically fragile; with the additional 24/7 access to the facility, these clients would be able to remain in bed during the day to heal.

I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Emily *Andrew*

DATE:

FROM:

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



Dear Atascadero Planning Commissioners:

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely,

Sarah C Andrews

DATE:

FROM:

City of Atascadero Planning Commission
6500 Palma Ave
Atascadero, CA 93422



DISTRIBUTED
After Publication

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I am thrilled that ECHO is willing and able to expand such vital services for our community and I urge the Atascadero Planning Commission to approve this change to the Emergency Shelter Overlay Zone.

Sincerely, *Daniel G. Andrews*



Atascadero City Council

Staff Report - Public Works Department

Balboa Road Repairs for Emergency Access

RECOMMENDATIONS:

Council:

1. Authorize culvert repairs and driving surface maintenance work on Balboa Road between Otero Road and Llano Road for emergency access.
2. Authorize the Director of Administrative Services to appropriate \$10,000 in Local Transportation Funds for the culvert repairs and driving surface maintenance work on Balboa Road between Otero Road and Llano Road for emergency access.
3. Direct the Director of Public Works to install traffic signage to notify motorists that Balboa Road between Otero Road and Llano Road is an emergency access only and to deter its use during non-emergency evacuation conditions.
4. Direct the Director of Public Works to evaluate the feasibility of accepting Balboa Road, between Otero Road and Llano Road into the City's Roadway System as an emergency evacuation route and bring back potential actions necessary for the acceptance of the road.

DISCUSSION:

Balboa Road between Otero Road and Llano Road is classified as a non-City maintained, unimproved "paper" road. What this means is that the Atascadero Map of 1913 designated public right-of-way over Balboa Road ("paper" road) with the expectation that future roadway improvements would occur with development. There are eleven parcels adjacent to this section of Balboa, however, none of the adjacent parcels takes primary access off of Balboa. Because the terrain and topography of this section of Balboa Road is severe, adjacent parcels have been developed taking access from streets other than Balboa, which is likely the reason this section of Balboa Road was never improved to City Standards, and therefore, never accepted into the City's Roadway System. The eleven homes in the area, instead, take access from Otero, Enchanto and Llano and therefore have very limited interest in maintaining Balboa.

While the adjacent homeowners do not have a compelling interest in maintaining this section of Balboa, this section of road is an important emergency escape route for the much broader area near the end of Santa Lucia Road. Because of this, the City has taken

measures in the past, to make necessary repairs on this non-City Maintained road to make the road passable during an emergency.

The City Council authorized grading and erosion control improvements to this section of Balboa Road in July 2008 to provide emergency access for vehicles in the event of a wildfire or other event where primary access is unavailable. The construction performed was limited to grading and erosion control improvements to make this section of Balboa Road passable and was completed in September 2008. No known improvements or maintenance to this section of Balboa Road has occurred since the 2008 grading and erosion control work.

During winter rains earlier this year, a corrugated metal culvert failed on the upper section of this stretch of Balboa Road and a sinkhole left only a very narrow pass over the failed culvert, rendering the roadway nearly impassable. A second culvert near the mid-point of this section of Balboa Road was also in need of repair, and the heavy storm runoff over the years has scoured the lower portion of Balboa Road near Llano Road leaving it in an undulating “washboard” state. Residents in the area have notified the City of the road’s condition and expressed concern over whether or not Balboa Road will provide emergency access in the event of a wildfire.

Due to the vulnerability of the large number of residents without Balboa Road as an adequate emergency access route, coupled with the current threat of wildfire season, staff looked into hiring a contractor to replace the failed culvert on the upper portion of Balboa Road, and repair the damaged culvert near the middle portion. Due to a hole in the contractor’s schedule, a contractor offered a very reasonable price to repair the culverts if he could begin the work immediately. Staff executed the contract to perform the needed work to make this road passable for this summer/fire season. This work cost \$ 7,250 and now allows Balboa Road to function as an emergency access route – even with the inadequate driving surface on the lower portion. The lower surface will be smoothed using in-house staff later this summer and may require a small amount of additional fill material to be purchased.

Because of the lack of parcels taking primary access from the section of Non City-Maintained Road and because this section of road could be a critical need in an emergency evacuation, it is recommended that staff look into accepting this section of road into the City’s Roadway System as an emergency access road only. As part of this process staff would:

- Look at and potentially develop standards for emergency access roads
- Explore gating or otherwise blocking access to the section of Balboa so that it is not used for everyday travel. Since this section of road is not built, nor would it be maintained at City road standards, this may be a way to limit City liability exposure. Also limiting travel, particularly winter travel, over the dirt road may slow down deterioration of the dirt road limiting ongoing maintenance costs.
- Meet with adjacent property owners.
- Bring back potential actions to the City Council for approval.

Staff recommends that the Council retroactively approve the culvert repair work that was completed and authorize driving surface maintenance work (grading) to allow vehicles to exit more quickly in an emergency situation. In addition, it is recommended that traffic

signs be installed to inform motorists that this section of Balboa Road is only intended to be used as an emergency access route to deter its use.

FISCAL IMPACT:

Approving staff recommendations will result in the expenditure of up to \$10,000 in Local Transportation Funds. In addition, a City work crew of three is expected to spend two days performing driving surface maintenance with City equipment.

ALTERNATIVES:

Staff does not recommend an alternative to the culvert repair and driving surface maintenance work to ensure that Balboa Road can function as an emergency access route.

ATTACHMENTS:

None.



Atascadero City Council

Staff Report - City Manager's Department

Contract for Animal Care and Control Services Fiscal Years 2019 - 2022

RECOMMENDATION:

Council authorize the City Manager to execute a three-year contract with the County of San Luis Obispo for the continued provision of Animal Control Services from July 1, 2019 to June 30, 2022, in the amount of \$297,281 for the first year, with annual adjustments based on the service levels provided to the City for each year thereafter.

DISCUSSION:

For the past several years, the City of Atascadero has contracted with the County of San Luis Obispo for the provision of animal care and control services. The Contract includes: emergency and non-emergency response of Animal Services officers for injured and stray animals; investigative service for animal bites, abuse and neglect; sheltering and quarantine services; dog licensing; animal adoption; and other services as required either by State law or City Municipal Code. This contract does not include the costs of construction of the New Animal Shelter which is covered under a separate agreement with the County.

The Police Department administers the contract on behalf of the City. The most recent contract extension with the County expired on June 30, 2019. Due to the timing of the contract negotiations, the County agreed to continue providing service to each City within the County while approvals are being requested.

The contract authorizes yearly automatic cost adjustments based on the service levels provided in four key facets of Animal Services operations; Field Service, Licensing, Shelter Operations and Education Services. For the period of July 1, 2015 through June 30, 2018 the County responded to an average of 1,135 field service calls per year within the City of Atascadero and sheltered an average of 626 animals per year from the City of Atascadero.

This process reflects the relationship between the actual amount of service being provided to a city, combined with the actual revenue generated by a city through animal

licenses and other fees, and the costs charged to the city for that service. Higher rates of service and/or the generation of less offsetting revenue will result in the payment of higher contract fees. This creates an incentive to promote education of residents on animal control issues and to promote licensing in the City.

As part of the recent Amendment to the Animal Shelter Construction Agreement (Shelter Amendment) approved by the City Council in July of 2018, the County and all participating jurisdictions with animal care and control services contracts agree that policy setting, and procedure development will occur in a collaborative manner and agree to meet and confer at least quarterly to discuss current issues or other items related to the both the Animal Shelter Construction Agreement and the proposed Contract for Animal Care and Services. The Shelter Amendment also commits to a goal of reducing animal intakes and total animal nights by an average of 5% annually over the next five years. It is expected that this fall the group will propose updates to the County's animal control ordinance aimed at streamlining processes.

In accordance with the City's action plan, the City has been working with the County and local stakeholders on developing and implementing a plan to reduce the City's cat populations and the high number of cats turned into County Animal Services. It is anticipated that the a menu of different programs and restrictions aimed at reducing the number of cats will be brought before the Council for consideration at a Council meeting this fall.

One of the City obligations under this contract is ordinance uniformity, where the City's animal control ordinances are in conformity to and not in substantial conflict or variation from the County's animal control ordinances. Per discussions with County staff, this does not preclude the City from including supplemental sections and restrictions to the County ordinance template when adopting the ordinance for the City.

FISCAL IMPACT:

The fiscal impact of approving this contract is \$297,281 in budgeted General Funds for the first year. Yearly adjustments based on service may result in either increases or decreases to this amount in the following years. Staff is optimistic that costs will decrease during the contract period as animal intakes and total animal nights are reduced.

ALTERNATIVES:

1. Council may choose not to approve the Animal Services Contract with the County. This would leave the City without the ability to provide such services and without a viable in-house or contract alternative. Many of the services are required by law. Therefore, staff does not recommend this alternative.

2. The Council may direct staff to negotiate different contract terms to increase or decrease services and associated costs. Services as proposed in the contract are necessary (and many are legally mandated) and the costs are equitably applied based on the service fee calculation. Service reductions could possibly affect the quality of life for many residents of the City of Atascadero and are therefore not recommended by staff.

ATTACHMENTS:

Contract for Animal Care and Control Services

**CONTRACT
FOR
ANIMAL CARE AND CONTROL SERVICES**

THIS CONTRACT is made and entered into by and between the County of San Luis Obispo, a public entity in the State of California, ("County") and, Atascadero, an incorporated city in the State of California, ("City").

WITNESSETH:

WHEREAS, County has established the Division of Animal Services to provide animal care and control functions including the enforcement of the ordinances of San Luis Obispo County Code Title 9 and of California state codes pertaining to the care, keeping, and management of animals; and

WHEREAS, County, through Animal Services, maintains and operates an animal shelter and a humane education program; and

WHEREAS, City is desirous of contracting with County for the provision of such services;

NOW THEREFORE, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the parties hereby agree that County shall perform the services described herein for the compensation set forth herein, subject to the terms and conditions set forth herein.

1. Services. The parties agree to perform the services described in Exhibit A, attached hereto and incorporated herein by reference as if set forth in full at this point.

2. Compensation. The parties agree to the compensation described in Exhibit B, attached hereto and incorporated herein by reference as if set forth in full at this point.

3. Duration. The parties agree to the duration described in Exhibit C, attached hereto and incorporated herein by reference as if set forth in full at this point.

4. General Conditions. The parties agree to the general conditions described in Exhibit D, attached hereto and incorporated herein by reference as if set forth in full at this point.

5. Notices. Notices required in this contract shall be provided to:

COUNTY
Eric Anderson, DVM
Animal Services Manager
PO Box 4110
San Luis Obispo, CA 93406

CITY
Jerel Haley
Chief of Police
5505 El Camino Real
Atascadero, CA 93422

IN WITNESS WHEREOF, the parties have executed this agreement as of the date set forth below.

CITY OF ATASCADERO
An Incorporated City in the State of California

By: _____
RACHELLE RICKARD
City Manager

Date

ATTEST:

By: _____
LARA CHRISTENSEN
City Clerk

Date

COUNTY COUNSEL:
APPROVED AS TO FORM AND LEGAL EFFECT:
RITA NEAL County Counsel

By: _____
Deputy County Counsel

Date

COUNTY OF SAN LUIS OBISPO
A Public Entity in the State of California

By: _____
DEBBIE ARNOLD
Chairman of the Board of Supervisors

Date

ATTEST:

By: _____
WADE HORTON
Ex-Officio Clerk
of the Board of Supervisors

Date

**CONTRACT
FOR
ANIMAL CARE AND CONTROL SERVICES**

EXHIBIT A

SCOPE OF SERVICES

1. County Obligations. The County shall perform the following duties.

a) Shelter Services

- i) Maintain, or cause to be maintained, an animal shelter whereat stray, owner surrendered, confiscated, quarantined and custodially impounded household pets are received and provided with appropriate care, housing, and shelter services in accordance with state regulations, local ordinances, and policies governing the humane treatment of such animals.
- ii) Provide services allowing sheltered animals to be returned to their owners, adopted into new homes, or to be humanely euthanized.
- iii) Provide for the receipt and publication of lost and found animal reports.
- iv) Provide services for the humane euthanasia of household pets and for the disposal of their remains.

b) Field Services

- i) Receive and respond to public calls for service related to alleged violations of local or state codes pertaining to the care, keeping, treatment, and management of animals.
- ii) Provide for the response to any of the following circumstances 24 hours a day, seven days a week:
 - (1) Domestic animals posing an active and present threat to public safety
 - (2) Domestic animals which are severely injured, ill, or in eminent risk and whose owner is unknown or unavailable.
 - (3) Domestic or wild animal demonstrating signs of possible rabies infection.
 - (4) Calls for assistance from law enforcement or emergency response personnel.
 - (5) Reported animal bites where the animal remains in the area unconfined and whose owner is unknown or unavailable.
 - (6) Loose livestock roaming on roadways or other public areas.

Exhibit A, Page 1 of 4

- iii) Provide for the response to any of the following during Animal Services' normal business hours:
 - (1) Pick-up and impoundment of unlimited numbers of stray confined, domestic animals.
 - (2) Pick-up and disposal of unlimited numbers of dead domestic animals from roadways, parks, and other public areas.
 - (3) Pick up and transfer to shelter of owned animals for surrender or euthanasia
 - (4) Pick up of dead owned animals for disposal
- iv) Provide for the necessary medical treatment and emergency care for domestic animals picked up by Animal Services personnel and for those domestic animals presented directly to veterinarians by private citizens and emergency response personnel.
- v) Provide for the receipt, processing and investigation of animal bite reports as well as the subsequent quarantine of animals in accordance with state codes pertaining to rabies control.
- vi) Request assistance from the San Luis Obispo County District Attorney's Office Bureau of Investigations when an animal bite results in significant injury causing death or likely to cause death or in any case Animal Services believes may require significant criminal investigation beyond the experience of Animal Services Officers.
- vii) Receive and respond to reports of animals, domestic or wild, which are suspected to be rabid or to have been exposed to rabies infection and attempt to affect their capture. Captured animals will be processed in accordance with state codes pertaining to rabies control.
- viii) Receive and process all applications related to the keeping and sale of household pets; inspect and regulate permitted operations in accordance with local and state codes.
- ix) Provide for the recording, investigation, administrative hearings, and issuance of findings and orders related to animal nuisances, animal seizures or confiscations, and dangerous or vicious animals. Nuisances which remain unresolved following the issuance of an abatement order will be processed to court through the City Attorney's office.
- x) Assist in the preparation and filing of court documents related to the civil and/or criminal prosecution of cases involving violation of municipal codes pertaining to the care, treatment, and keeping of domestic animals.

- xi) Provide for the preparation, filing and civil or criminal prosecution of cases involving violations of California state codes pertaining to the care, treatment, and keeping of domestic animals.
 - c) *Reporting*: Provide to the City bi-annual service activity and financial reports reflecting field services, licensing, shelter operations, and humane education programs. Reports will detail this information for both the individual quarter and year-to-date.
2. City Obligations. The City shall perform the following duties.
- a) *Ordinance Conformity*: Adopt, either by direct incorporation in the municipal code or by way of reference, animal control ordinances which are in conformity to and are not in substantial conflict or in variation from Chapter 9 of the San Luis Obispo County Code.
 - b) *Prosecution of Municipal Code Violations*: Through the City Attorney, provide for the preparation, filing and civil or criminal prosecution of cases involving violation of municipal codes, pertaining to the care, treatment, and keeping of animals, including all such codes incorporated into the municipal code by way of reference.
 - c) *Assistance*: Provide such assistance and support to Animal Services personnel as may be reasonably necessary to safely and effectively execute the operations required by this contract within the City limits.
3. Animal Care and Control Coordination Group: The County and City agree that Animal Services is a shared interest of all parties and that all participating jurisdictions will share in the cost and revenue generated based on actual costs and fees generated in each jurisdiction. Further, policy-setting and procedure development will happen in a collaborative manner, with all partner jurisdictions having input into the best way to conduct these services in San Luis Obispo County.

To coordinate efforts, the participating jurisdictions, including the City and County agree to meet and confer periodically to discuss current issues as they relate to the fiscal and practical application of this contract, along with other potential items identified by the group. Such meetings shall be coordinated by the Health Agency Director from time to time as necessary, but no less than once quarterly.

This group commits to a goal of reducing animal intakes and total animal nights by an average of 5% annually for the next five years while maintaining the compassionate and responsible provision of services and improving Animal Services revenues to decrease the net cost of the service. The targeted reductions are to be accomplished primarily by reducing the need for services and the costs of those services, not by reducing or denying needed services.

As part of this commitment, the County agrees to develop performance benchmarks and communicate them quarterly to the group on the following:

- a) Cost of Services/per Capita (by City) over time.
- b) Cost of services/per City over time.
- c) Number of Full-Time Equivalent (FTE) positions within Animal Control over time.
- d) Number of field FTE within Animal Control over time.
- e) Geographical Information Service (GIS) heat maps of calls for service over time by City (requested development from County IT Department, maps to be provided when available).
- f) Average response times by call types over time by City.
- g) Percentage of animals licensed by the City over time.
- h) Other data points charted out over time that were used to spread out the Animal Shelter costs.

In the first quarter of year one of this contract, the group will propose Ordinance updates aimed at lowering domestic animal populations and costs and increasing animal services related revenues. The County agrees to present the collaborative Ordinance updates for consideration by the County Board of Supervisors. The City agrees to present the Ordinance updates for consideration by their City Council.

**CONTRACT
FOR
ANIMAL CARE AND CONTROL SERVICES**

EXHIBIT B

COMPENSATION

- 1) First Year Service Fee: The City agrees to pay to the County the amount of \$297,281 for services provided under this Contract during the first year of service.
- 2) Subsequent Years' Service Fee: The County shall compute on an annual basis a service fee assessed to the City for services provided under this Contract.
- 3) Timing of Service Fee: The County shall calculate annual service fees and provided them to the City prior to April 15th of each year, with service fees becoming effective on July 1st of that year. No further action by either party is necessary to implement new fees in subsequent years.
- 4) Service Fee Methodology: The County shall use a service-based methodology for determining city service fees. The service-based methodology shall be based on four key facets of Animal Services' operations:
 - Field Service
 - Licensing
 - Shelter Operations
 - Education Services
 - a) *Determination of Cost of Service* – The cost of providing services to the City will be calculated by determining the average percentage of service allocated to the City over the preceding three years for each of the four facets of operations and multiplying this percentage against Animal Services operational cost for each facet. Combined, this then represents the City's total service cost in proportion to the County and all other contracting parties.
 - b) *Credit for Fees* – The average annual revenue generated from fees or fines assessed directly to residents of the City by Animal Services over the preceding three years will be applied against the City's total service cost.
 - c) *Determination of Service Fee* – The fee assessed to the City for provision of services outlined in this contract shall be determined by subtracting the average revenue as determined by item 4b of this exhibit from the average cost of service as determined by item 4a of this exhibit.
- 5) Billing – County shall bill City for contracted services in quarterly increments. City shall remit payment to the County within thirty (30) days of receipt of billing.

**CONTRACT
FOR
ANIMAL CARE AND CONTROL SERVICES**

EXHIBIT C

DURATION

- 1) Effective Date: This contract shall be effective July 1, 2019 or fifteen (15) days following of the date of the signature of the County, whichever is later. The County shall be the last to sign this contract.
- 2) Service Date: City and County acknowledge that the services provided under this contract are a continuation of those established during the preceding contract term and that these services may have been provided uninterruptedly between July 1, 2019 and the date of execution by the County in order to ensure the interest of public service.
 - a) Both City and County expressly and retroactively authorize the provision of those services.
 - b) For the purposes of billing and determination of the First Year Service Fee as provided in Exhibit B, the first year of service will be presumed to have begun on July 1, 2019.
- 3) Duration: The term of this Contract shall expire June 30, 2022 unless terminated sooner as provided in Exhibit D.

**CONTRACT
FOR
ANIMAL CARE AND CONTROL SERVICES**

EXHIBIT D

GENERAL CONDITIONS

- 1) Termination: Either party may terminate this contract at any time by giving the other party thirty (30) days written notice of termination. Termination for convenience shall have no effect upon the rights and obligations of the parties arising out of any services provided occurring prior to the effective date of such termination. County shall be paid for all work satisfactorily completed prior to the effective date of termination. In the event that the contract is terminated prior to the conclusion of a quarterly billing cycle, the City shall remit to the County a prorated amount based upon the number of days of service relative to the total number of days in the billing cycle.
- 2) Indemnification: Nothing in the provisions of this Contract is intended to create duties or obligations to, or rights in third parties not party to this contract, or affect the legal liability of either party to contract, by imposing any standard of care respecting the regulation and enforcement of laws regarding animals different from the standard of care imposed by law.

It is understood and agreed that neither City, nor any officer or employee thereof is responsible for any damage or liability occurring by reason of anything done or omitted to be done by the County under or in connection with any work, authority or jurisdiction delegated to the County under this Contract. It is also understood and agreed that pursuant to Government Code 895.4, County shall defend, indemnify and save harmless the City, all officers, and employees from all claims, suits or actions of every name, kind, and description brought forth or on account of injuries or death of any person or damage to property resulting from anything done or omitted to be done by the County under this Contract except as otherwise provided by Statute.

It is understood and agreed that neither County nor any officer or employee thereof, is responsible for any damage or liability occurring by reason of anything done or omitted to be done by the City under or in connection with any work, authority or jurisdiction delegated to the City under this Contract. It is also understood and agreed that pursuant to Government Code Section 895.4, the City shall defend, indemnify and save harmless the County, all officers and employees from all claims, suits or actions of every name, kind and description brought fourth on account of injuries or death of any person or damage to property resulting from anything done or omitted to be done by City under connection with any work, authority or jurisdiction delegated to the City under this Agreement except as otherwise provided by Statute.

- 3) Notices: Any notice, payment, statement, or demand required or permitted to be given hereunder by either party to the other shall be affected by personal delivery in writing or by mail, postage prepaid. Mailed notices shall be addressed to the parties at the addresses

appearing below, but each party may change its address by written notice in accordance with this section. Mailed notices shall be deemed communicated as of three days after mailing.

Notices for County shall be addressed to:

Eric Anderson
Animal Services Manager
PO Box 4110
San Luis Obispo, California 93406

Notices for Contractor shall be addressed to:

Jerel Haley
Chief of Police
5505 El Camino Real
Atascadero, CA 93422

- 4) Status of the Parties' Officers/Employees/Agents: Neither party's officers, employees, agents, partners, other contractors or subcontractors shall be deemed to be employees of the other party at any time. Nothing in this contract shall be construed as creating a civil service employer- employee relationship or a joint venture relationship. No officer, employee, agent, partner, other contractor or subcontractor of the other party shall be eligible for membership in or any benefits from any plan for hospital, surgical, or medical insurance, or for membership in any retirement program, paid vacation, paid sick leave, other leave, with or without pay, collective bargaining rights, grievance procedures, appeals to the Civil Service Commission or any other benefits which inures to or accrues to an employee of the other party. The only performance and rights due the other party are those specifically stated in this contract.
- 5) Governing Law and Venue: This Contract shall be governed by and construed in accordance with the laws of the State of California. Additionally, this contract has been formed and shall be performed in San Luis Obispo County; the venue for any legal action on the contract shall be in San Luis Obispo County.
- 6) Entire Agreement: This Contract embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties relating to matters herein; and except as otherwise provided herein, cannot be modified without the prior written agreement of the parties.
- 7) Severability: In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Contract.

- 8) Successors and Assigns: This Contract shall be binding upon and insure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and, except as otherwise provided in this Contract, their assigns.
- 9) Captions: The captions to the various clauses of this Contract are for information purposes only and shall not alter the substance of the terms and conditions of this Contract.
- 10) Authorization: Each of the parties represents and warrants to the other that this Contract has been duly authorized by all necessary corporate or governmental action on the part of the representing party and that this Contract is fully binding on such party.