



## CITY OF ATASCADERO CITY COUNCIL AGENDA

### **HYBRID MEETING INFORMATION:**

In accordance with City Council Resolution No. 2022-068 and the requirements of AB 361, the City Council Meeting will be available via teleconference for those who wish to participate remotely. The City Council meeting will also be held in the City Council Chambers and in-person attendance will be available at that location.

### **HOW TO OBSERVE THE MEETING REMOTELY:**

To participate remotely, residents can livestream the meeting on [Zoom](#), SLO-SPAN.org, on Spectrum cable Channel 20 in Atascadero, and listen live on KPRL Radio 1230AM and 99.3FM. The video recording of the meeting will repeat daily on Channel 20 at 1:00 am, 9:00 am, and 6:00 pm and will be available through the City's website and on the City's YouTube Channel. To participate remotely using the Zoom platform please visit [https://us02web.zoom.us/webinar/register/WN\\_ZwJ7a031S3KXauEym9ehaA](https://us02web.zoom.us/webinar/register/WN_ZwJ7a031S3KXauEym9ehaA).

### **HOW TO SUBMIT PUBLIC COMMENT:**

Individuals who wish to provide public comment in-person may attend the meeting in the City Council Chambers. Individuals who wish to participate remotely may call **(669) 900-6833** (Meeting ID: 889 2347 9018) to listen and provide public comment via phone or via the [Zoom](#) platform using the link above.

If you wish to comment but not via a live platform, please email public comments to [cityclerk@atascadero.org](mailto:cityclerk@atascadero.org). Such email **comments must identify the Agenda Item Number in the subject line of the email**. The comments will be forwarded to the City Council and made a part of the administrative record. ***To ensure distribution to the City Council prior to consideration of the agenda, the public is encouraged to submit comments no later than 12:00 p.m. the day of the meeting.*** Those comments, as well as any comments received after that time, but before the close of the item, will be distributed to the City Council, posted on the City's website, and will be made part of the official public record of the meeting. ***Please note, email comments will not be read into the record.***

### **AMERICAN DISABILITY ACT ACCOMMODATIONS:**

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

City Council agendas and minutes may be viewed on the City's website: [www.atascadero.org/agendas](http://www.atascadero.org/agendas).

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



# CITY OF ATASCADERO CITY COUNCIL

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## AGENDA

Tuesday, September 27, 2022

City Hall Council Chambers, 4th floor  
6500 Palma Avenue, Atascadero, California

**City Council Regular Session:**

**6:00 P.M.**

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

**PLEDGE OF ALLEGIANCE:** Mayor Moreno

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

**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.

**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 – September 13, 2022**

- Recommendation: Council approve the September 13, 2022 Draft City Council Regular Meeting Minutes. [City Clerk]

**2. August 2022 Accounts Payable and Payroll**

- Fiscal Impact: \$5,542,928.81.

- Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for August 2022. [Administrative Services]
- 3. June 2022 Investment Report**
- Fiscal Impact: None.
  - Recommendation: Council receive and file the City Treasurer’s report for quarter ending June 30, 2022. [City Treasurer]
- 4. Ordinance Adopting Standards for the Implementation of SB 9: Urban Dwelling Lots and Urban Lot Splits**
- Fiscal Impact: It is estimated that this State-required action will have a significant negative fiscal impact on the City. For any applications submitted, standard fees will be charged, and the State recognizes that this law imposes an unfunded State-mandated local program.
  - Recommendation: Council:
    1. Adopt, on second reading, by title only, Draft Ordinance A amending Title 9: Planning and Zoning, to add Chapter 18: Urban Dwelling Units; and
    2. Adopt, on second reading, by title only, Draft Ordinance B amending Title 11: Subdivisions, establishing standards for Urban Lot Splits. [Community Development]
- 5. Contract for Animal Care and Control Services for Fiscal Years 2022-2025**
- Fiscal Impact: \$368,054.
  - 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, 2022 to June 30, 2025, in the amount of \$368,054 for the first year, with annual adjustments based on the service levels provided to the City for each year thereafter. [City Manager]

**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. Comments will be allowed for the entire 30-minute period so if the final speaker has finished before the 30 minute period has ended and a member of the public wishes to make a comment after the Council has commenced another item, the member should alert the Clerk within the 30 minute period of their desire to make a comment and the Council will take up that comment upon completion of the item which was commenced. 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](mailto:cityclerk@atascadero.org).)

**B. PUBLIC HEARINGS: None.**

**C. MANAGEMENT REPORTS:**

**1. Objective Design Standards Project Update**

- Fiscal Impact: State funding from the Local Early Action Planning (LEAP) and Regional Early Action Planning (REAP) will assist in funding this effort; further funding will need to be identified for an additional study session and consultant participation in the adoption process.
- Recommendations: Council to provide direction on key Objective Design Standard policy items. [Community Development]

**2. Contract Award for North County Broadband Strategic Plan Project**

- Fiscal Impact: \$100,000 of SB 1090 funds previously allocated by Council.
- Recommendations: Council:
  1. Authorize the City Manager to execute a contract for \$200,000 with Teleworx to provide consultant services for the preparation of the North County Broadband Strategic Plan Project; and
  2. Authorize the City Manager to draft and sign a Side Letter Agreement between the City of Atascadero and the City of El Paso de Robles to formalize the process for the cities to collaborate, share cost, and co-manage the North County Broadband Strategic Plan Project. [Community Development]

**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. Regional Economic Action Coalition (REACH)
4. SLO Council of Governments (SLOCOG)
5. SLO Regional Transit Authority (RTA)

Mayor Pro Tem Newsom

1. City / Schools Committee
2. Design Review Committee
3. League of California Cities – Council Liaison
4. Visit SLO CAL Advisory Committee

Council Member Bourbeau

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

Council Member Dariz

1. Air Pollution Control District
2. California Joint Powers Insurance Authority (CJPIA) Board
3. City of Atascadero Finance Committee
4. Community Action Partnership of San Luis Obispo (CAPSLO)



Council Member Funk

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

**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. ADJOURNMENT**

**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 CITY COUNCIL

## DRAFT MINUTES

Tuesday, September 13, 2022

City Hall Council Chambers, 4th floor  
6500 Palma Avenue, Atascadero, California

<b><u>City Council Closed Session:</u></b>	<b>5:00 P.M.</b>
<b><u>City Council Regular Session:</u></b>	<b>6:00 P.M.</b>

### COUNCIL CLOSED SESSION – CALL TO ORDER: 5:00 P.M.

Mayor Moreno called Closed Session to order at 5:00 p.m.

#### 1. ROLL CALL

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

Absent: None

Others Present: None

Staff Present: City Manager Rachele Rickard, City Attorney Brian Pierik, Deputy City Manager/City Clerk Lara Christensen, and IT Manager Luke Knight

#### 2. CLOSED SESSION -- PUBLIC COMMENT - None

#### 3. COUNCIL RECESS INTO CLOSED SESSION

IT Manager Knight did not attend this portion of the meeting.

#### 4. CLOSED SESSION

##### a. Conference with Real Property Negotiators

Pursuant to Government Code §54956.8

Real Property: 5970 El Camino Real (APN 030181031)

Agency Negotiator: Rachele Rickard, City Manager

Negotiating Parties: Fred C. Pflum Revocable Trust  
Subject of Negotiations: Purchase price and/or terms of payment

**b. Public Employee Release/Dismissal/Discipline**  
Pursuant to Government Code §54957(b)

**5. CLOSED SESSION – ADJOURNMENT**

**6. COUNCIL RETURNS**

**7. CLOSED SESSION REPORT**

City Attorney Pierik reported there was no reportable action from Closed Session.

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

Mayor Moreno called the meeting to order at 6:01 p.m. and Council Member Funk led the Pledge of Allegiance.

**ROLL CALL:**

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

Absent: None

Others Present: None

Staff Present: City Manager Rachelle Rickard, Administrative Services Director Jeri Rangel, Community Development Director Phil Dunsmore, Fire Chief Casey Bryson, Acting Police Chief Jason Carr, Public Works Director Nick DeBar, City Attorney Brian Pierik, Deputy City Manager/City Clerk Lara Christensen, Deputy Community Development Director David Muehlhausen, Senior Planner Kelly Gleason, and IT Manager Luke Knight

**APPROVAL OF AGENDA:**

**MOTION:** By Council Member Bourbeau and seconded by Mayor Pro Tem 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. Proclamation proclaiming September 15 to October 15 as National Hispanic Heritage Month.

The City Council presented a proclamation to Francisco Ramirez with the Latino Outreach Council proclaiming September 15 through October 15, 2022 as National Hispanic Heritage Month.

**A. CONSENT CALENDAR:**

**1. City Council Draft Action Minutes – August 9, 2022**

- Recommendation: Council approve the August 9, 2022 Draft City Council Regular Meeting Minutes. [City Clerk]

**2. July 2022 Accounts Payable and Payroll**

- Fiscal Impact: \$6,676,406.09.
- Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for July 2022. [Administrative Services]

**3. Virtual Meetings – AB 361 Requirements**

- Fiscal Impact: None.
- Recommendation: Council adopt Draft Resolution making findings consistent with the requirements of AB 361 to continue to allow for the conduct of virtual meetings. [City Manager]

**4. Formation of New Positions and Reclassification of Existing Positions Throughout the City**

- Fiscal Impact: An estimated \$27,000 to \$70,900 per year of budget funds; a portion of these costs may be offset by other personnel changes that have occurred.
- Recommendation:
  1. Authorize the City Manager to establish new positions, including Zoo Supervisor, Human Resources Manager, and Senior Building Inspector.
  2. Authorize the City Manager to establish the new titles of Network Analyst, Lead Maintenance Worker, and Permit Technician.
  3. Authorize the City Manager to reclassify employees into appropriate classifications of Deputy City Manager, Deputy Director of Public Works, Lead Maintenance Worker, Maintenance Worker II, Permit Technician, Human Resources Manager, Network Analyst, Senior Building Inspector, and Zoo Supervisor based on job duties and level of experience.
  4. Amend the fiscal year 2022-2023 monthly salary schedule to include new positions as follows:

CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Human Resources Manager	\$ 6,582.94	\$ 6,912.09	\$ 7,257.69	\$ 7,620.57	\$ 8,001.60
Lead Maintenance Worker	\$ 4,491.33	\$ 4,715.90	\$ 4,951.70	\$ 5,199.29	\$ 5,459.25
Network Analyst	\$ 5,875.50	\$ 6,169.28	\$ 6,477.74	\$ 6,801.63	\$ 7,141.71
Permit Technician	\$ 4,175.61	\$ 4,384.39	\$ 4,603.61	\$ 4,833.79	\$ 5,075.48
Senior Building Inspector	\$ 6,635.75	\$ 6,967.54	\$ 7,315.92	\$ 7,681.72	\$ 8,065.81
Zoo Supervisor	\$ 4,603.61	\$ 4,833.79	\$ 5,075.48	\$ 5,329.25	\$ 5,595.71

5. Adopt Draft Resolution for Non-Represented Professional and Management Workers and Confidential Employees.
6. Authorize the City Manager to execute a side letter with the Local 620 Service Employees International Union (SEIU) for the existing Memorandum of Understanding (MOU), dated July 1, 2021 through June 30, 2024, adding the title of Network Analyst, Permit Technician, Zoo Supervisor, Lead Maintenance Worker, and Senior Building Inspector at the salary range shown above. [City Manager]

**5. 2023 Measure F-14 Pavement Rehabilitation Project Design Engineering Services Contract**

- Fiscal Impact: \$238,021.
- Recommendation: Council award a professional services agreement with Wallace Group for \$238,021 to provide design engineering and prepare bidding documents for the 2023 Measure F-14 Pavement Rehabilitation Project (Project No. C2022R01). [Public Works]

**MOTION: By Council Member Bourbeau and seconded by Council Member Funk to approve the Consent Calendar. (#A-3: Resolution No. 2022-068) (#A-4: Resolution No. 2022-069) (#A-5: Contract No. 2022-014)**  
***Motion passed 5:0 by a roll-call vote.***

**UPDATES FROM THE CITY MANAGER:**

City Manager Rickard gave updates on projects and issues within the City.

**COMMUNITY FORUM:**

The following citizens spoke by telephone or through the webinar on this item: Jim Wilkins, Geoff Auslen, Wendi Lewis, and Zach Jackson

***Mayor Moreno closed the COMMUNITY FORUM period.***

**B. PUBLIC HEARINGS:**

**1. Accessory Dwelling Unit Text Amendments (AMC Title 9)**

- Fiscal Impact: The addition of ADUs and JADUs in accordance with state law will have a significant negative long-term fiscal impact to the City, its infrastructure, and its capacity to serve its citizens.
- Recommendations: Planning Commission recommends that City Council:
  1. Introduce, for first reading, by title only, Draft Ordinance A repealing and replacing Chapter 5 of Title 9, of the Atascadero Municipal Code (Accessory Dwelling Units); and
  2. Introduce, for first reading, by title only, Draft Ordinance B amending Title 9 for consistency with updated Chapters 5 and 18 related to accessory dwelling units and urban dwelling units. [Community Development]

Council Member Dariz noted that he is an architect and he has or may have clients who are building ADUs, JADUs, and/or UDU, which creates a potential conflict of interest. He stepped down from the dais, recusing himself from the discussion and vote for this item and item #B-2.

**Ex Parte Communications**

All Council Members acknowledged receipt of email communications from members of the public.

Council Member Funk and Mayor Pro Tem Newsom also reported reviewing this information as members of the Design Review Committee.

Council Member Funk reported reviewing the information through the Homeless Services Oversight Council and speaking with Planning Commissioner van den Eikhof.

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

***Mayor Moreno recessed the meeting at 8:08 p.m.***

***Mayor Moreno reconvened the meeting at 8:18 p.m. with all present. Dariz recused.***

#### **PUBLIC COMMENT:**

The following citizens spoke by telephone or through the webinar on this item: Geoff Auslen, Harry Hamilton, and Sierra Steele.

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

***Mayor Moreno recessed the meeting at 9:00 p.m.***

***Mayor Moreno reconvened the meeting at 9:07 p.m. with all present. Dariz recused.***

***Following discussion by the Council, there was consensus to continue the item to October 11, 2022. The Council directed staff to bring back the Ordinance for introduction, by first reading, with the following changes/clarifications:***

- ***Updating language to clarify units permitted when an Urban Lot Split has been approved.***
- ***Looking at potential changes to provide for more specific requirements for two story ADUs and potential “overlook” into adjacent properties.***
- ***Ensuring the updated Code is not designed to incentive second stories.***
- ***Increasing attached garage or other unconditioned space to 300 square feet or 500 square feet on lots 1 acre or greater and up to 500 square feet for an attached accessory structure above or below the ADU.***
- ***Increasing parcel size to 0.75 gross acres or greater for construction of ADUs not required to connect to sewer.***
- ***Clarifying mixed-use definition.***
- ***Removing language regarding size of existing structure for determining size of ADU.***
- ***Providing language for discussion to allow for flexibility for ADUs up to 1,200 square feet.***

## **2. Ordinance Adopting Standards for the Implementation of SB 9: Urban Dwelling Units and Urban Lot Splits**

- **Fiscal Impact:** It is expected that this State-required action will have a significant negative fiscal impact on the City. For any applications submitted, standard fees will be charged, and the State recognizes that this law imposes an unfunded State-mandated local program.

- Recommendations: Planning Commission recommends that City Council:
  1. Introduce for first reading, by title only, Draft Ordinance A amending Title 9: Planning and Zoning, to add Chapter 18: Urban Dwelling Units; and
  2. Introduce for first reading, by title only, Draft Ordinance B amending Title 11: Subdivisions, establishing standards for Urban Lot Splits. [Community Development]

Ex Parte Communications

All Council Members acknowledged receipt of email communications from members of the public and referenced their communications from item #B-1.

Community Development Director Dunsmore and Senior Planner Kelly Gleason gave the presentation and answered questions from the Council.

**PUBLIC COMMENT:**

The following citizens spoke by telephone or through the webinar on this item: Geoff Auslen and Sierra Steele.

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

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

1. Introduce, for first reading, by title only, Draft Ordinance A amending Title 9: Planning and Zoning, to add Chapter 18: Urban Dwelling Units with the following changes:
  - *Increasing attached garage or other unconditioned space to 300 square feet and up to 500 square feet for an attached accessory structure above or below the UDU.*
  - *Increasing parcel size to 0.75 gross acres or greater for construction of UDUs not required to connect to sewer.*
2. Introduce, for first reading, by title only, Draft Ordinance B amending Title 11: Subdivisions, establishing standards for Urban Lot Splits.

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, AMENDING TITLE 9, PLANNING AND ZONING, TO ADD CHAPTER 18, URBAN DWELLING UNITS, TO THE ATASCADERO MUNICIPAL CODE  
URBAN DWELLING UNITS**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, AMENDING TITLE 11, SUBDIVISIONS, RELATED TO URBAN LOT SPLITS  
ZONING CODE UPDATE**

***Motion passed 4:0 by a roll-call vote. Dariz recused.***

**Mayor Moreno recessed the meeting at 10:03 p.m.  
Mayor Moreno reconvened the meeting at 10:07 p.m. with all present.**

**Council Member Dariz returned to the dais at 10:07 p.m.**

**3. 2022 Economic Hardship Program: Time Extensions for Construction Permits**

- Fiscal Impact: None.
- Recommendations: Council adopt Draft Resolution authorizing staff to allow for one-year extensions to construction permits that meet eligibility standards. [Community Development]

Ex Parte Communications

All Council Members stated they have had no communications on this item.

Community Development Director Dunsmore and Deputy Community Development Director Muehlhausen gave the presentation and answered questions from the Council.

**PUBLIC COMMENT:**

The following citizens spoke by telephone or through the webinar on this item: Sierra Steele.

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

**MOTION: By Council Member Bourbeau and seconded by Mayor Pro Tem Newsom to adopt Resolution No. 2022-070 authorizing staff to allow for one-year extensions to construction permits that meet eligibility standards.**

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

**C. MANAGEMENT REPORTS: None.**

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

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

Mayor Moreno

1. County Mayors Round Table

Mayor Pro Tem Newsom

1. League of California Cities – Council Liaison
  - a. Mayor Pro Tem Newsom reported attending the League Annual Conference in Long Beach from September 7-9, 2022.

Council Member Bourbeau

1. Integrated Waste Management Authority (IWMA)

Council Member Funk

1. Homeless Services Oversight Council



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

Council Member Dariz expressed his thanks to both the Police and Public Works Department for their clean-up efforts on the corner of El Camino Real and Santa Rosa Road.

**F. ADJOURNMENT**

Mayor Moreno adjourned the meeting at 10:22 p.m.

**MINUTES PREPARED BY:**

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Lara K. Christensen  
Deputy City Manager / City Clerk



# Atascadero City Council

## Staff Report - Administrative Services Department

### August 2022 Accounts Payable and Payroll

#### RECOMMENDATION:

Council approve certified City accounts payable, payroll and payroll vendor checks for August 2022.

#### DISCUSSION:

Attached for City Council review and approval are the following:

#### Payroll

Dated	8/4/22	Checks # 35516-35526	\$ 7,961.17
		Direct Deposits	363,167.08
Dated	8/18/22	Checks # 35527-35540	10,587.24
		Direct Deposits	404,310.61

#### Accounts Payable

Dated	8/1/22-8/31/22	Checks # 171901-172194 & EFTs 4489-4516	4,756,902.71
<b>TOTAL AMOUNT</b>			<b>\$ 5,542,928.81</b>

#### FISCAL IMPACT:

Total expenditures for all funds is \$ 5,542,928.81

#### 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:

August 2022 Eden Warrant Register in the amount of \$ 4,756,902.71

**City of Atascadero**  
**Disbursement Listing**

For the Month of August 2022

**ITEM NUMBER:**  
**DATE:**  
**ATTACHMENT:**

**A-2**  
**09/27/22**  
**1**

Check Number	Check Date	Vendor	Description	Amount
171901	08/01/2022	WEX BANK - 76 UNIVERSL	Accounts Payable Check	356.46
171902	08/01/2022	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	487.65
171903	08/01/2022	WEX BANK - 76 UNIVERSL	Accounts Payable Check	13,304.90
171904	08/01/2022	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	10,892.34
171905	08/03/2022	ANTHEM BLUE CROSS HEALTH	Payroll Vendor Payment	220,520.20
171906	08/03/2022	BENEFIT COORDINATORS CORP	Payroll Vendor Payment	9,617.80
171907	08/03/2022	LINCOLN NATIONAL LIFE INS CO	Payroll Vendor Payment	2,123.17
171908	08/03/2022	MEDICAL EYE SERVICES	Payroll Vendor Payment	1,864.66
4489	08/04/2022	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	10,960.39
171909	08/04/2022	ATASCADERO MID MGRS ORG UNION	Payroll Vendor Payment	60.00
171910	08/04/2022	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,241.50
171911	08/04/2022	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,151.80
171912	08/04/2022	CA FIREFIGHTERS BENEFIT TRUST	Payroll Vendor Payment	1,800.00
171913	08/04/2022	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	9,875.00
171914	08/04/2022	MASS MUTUAL WORKPLACE SOLUTION	Payroll Vendor Payment	7,835.36
171915	08/04/2022	MISSIONSQUARE RETIREMENT	Payroll Vendor Payment	125.00
171916	08/04/2022	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	1,208.22
171917	08/04/2022	NAVIA BENEFIT SOLUTIONS	Payroll Vendor Payment	1,674.10
171918	08/04/2022	SEIU LOCAL 620	Payroll Vendor Payment	839.49
171919	08/04/2022	VANTAGEPOINT TRNSFR AGT 106099	Payroll Vendor Payment	433.55
171920	08/04/2022	VANTAGEPOINT TRNSFR AGT 304633	Payroll Vendor Payment	7,924.84
171921	08/04/2022	VANTAGEPOINT TRNSFR AGT 706276	Payroll Vendor Payment	185.00
171922	08/04/2022	CALIFORNIA JPIA	Accounts Payable Check	1,386,926.00
4490	08/05/2022	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	327.45
4491	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	22,909.50
4492	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	34,722.12
4493	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,381.02
4494	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,750.54
4495	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	5,084.59
4496	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	9,794.16
4497	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	12,052.72
4498	08/05/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	18,431.50
4499	08/09/2022	RABOBANK, N.A.	Payroll Vendor Payment	66,107.84
4500	08/09/2022	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	21,269.99
4501	08/09/2022	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	2,923.03
171923	08/12/2022	AT&T	Accounts Payable Check	192.41
171924	08/12/2022	AURORA WORLD, INC.	Accounts Payable Check	2,215.65
171925	08/12/2022	BURKE, WILLIAMS, & SORENSON LLP	Accounts Payable Check	11,451.00
171926	08/12/2022	CARQUEST OF ATASCADERO	Accounts Payable Check	8.31
171927	08/12/2022	CHARTER COMMUNICATIONS	Accounts Payable Check	99.99
171928	08/12/2022	CUESTA POLYGRAPH & INVEST. LLC	Accounts Payable Check	2,450.00
171929	08/12/2022	DEEP BLUE INTEGRATION, INC.	Accounts Payable Check	525.00
171930	08/12/2022	DEPARTMENT OF JUSTICE	Accounts Payable Check	359.00

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171931	08/12/2022	DEPARTMENT OF TRANSPORTATION	Accounts Payable Check	4,565.31
171932	08/12/2022	DRIVE CUSTOMS	Accounts Payable Check	8,021.31
171933	08/12/2022	FGL ENVIRONMENTAL	Accounts Payable Check	200.00
171934	08/12/2022	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	3,051.44
171935	08/12/2022	INTERWEST CONSULTING GROUP INC	Accounts Payable Check	4,779.27
171936	08/12/2022	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	400.80
171937	08/12/2022	J. CARROLL CORPORATION	Accounts Payable Check	1,238.09
171938	08/12/2022	K & M INTERNATIONAL	Accounts Payable Check	1,302.35
171939	08/12/2022	LINDE GAS & EQUIPMENT INC.	Accounts Payable Check	117.68
171940	08/12/2022	PERRY'S PARCEL & GIFT	Accounts Payable Check	150.00
171941	08/12/2022	RAMINHA CONSTRUCTION, INC.	Accounts Payable Check	61,640.20
171942	08/12/2022	READYREFRESH BY NESTLE	Accounts Payable Check	844.01
171943	08/12/2022	GREG ROACH	Accounts Payable Check	172.53
171944	08/12/2022	JAMES STEVEN ROBINSON DVM	Accounts Payable Check	12,600.00
171945	08/12/2022	SCOTT O'BRIEN FIRE & SAFETY CO	Accounts Payable Check	499.05
171946	08/12/2022	RYAN SLOAN	Accounts Payable Check	120.00
171947	08/12/2022	STAPLES CREDIT PLAN	Accounts Payable Check	256.22
171948	08/12/2022	VERIZON WIRELESS	Accounts Payable Check	1,526.95
171949	08/12/2022	WARM FUZZY TOYS	Accounts Payable Check	739.68
171950	08/12/2022	WARM FUZZY TOYS	Accounts Payable Check	571.68
171951	08/12/2022	13 STARS MEDIA	Accounts Payable Check	516.96
171952	08/12/2022	2 MEXICANS, LLC	Accounts Payable Check	2,169.00
171953	08/12/2022	ACTIVE 911, INC.	Accounts Payable Check	600.00
171954	08/12/2022	AGM CALIFORNIA, INC.	Accounts Payable Check	1,764.00
171955	08/12/2022	ALL ABOUT EVENTS, INC.	Accounts Payable Check	1,520.25
171956	08/12/2022	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	182.00
171957	08/12/2022	AT&T	Accounts Payable Check	221.93
171958	08/12/2022	ATASCADERO CHAMBER OF COMMERCE	Accounts Payable Check	13,696.00
171959	08/12/2022	ATASCADERO HAY & FEED	Accounts Payable Check	1,434.67
171961	08/12/2022	ATASCADERO MUTUAL WATER CO.	Accounts Payable Check	35,937.50
171962	08/12/2022	AVTEC, INC.	Accounts Payable Check	8,377.66
171963	08/12/2022	TERRIE BANISH	Accounts Payable Check	115.00
171964	08/12/2022	BASSETT'S CRICKET RANCH, INC.	Accounts Payable Check	360.24
171965	08/12/2022	BAY AREA DRIVING SCHOOL, INC.	Accounts Payable Check	136.50
171966	08/12/2022	BEHAVIORAL ANALYSIS TRAINING	Accounts Payable Check	300.00
171967	08/12/2022	KEITH R. BERGHER	Accounts Payable Check	90.00
171968	08/12/2022	BERRY MAN, INC.	Accounts Payable Check	961.80
171969	08/12/2022	BREZDEN PEST CONTROL, INC.	Accounts Payable Check	257.00
171970	08/12/2022	VOID	Accounts Payable Check	0.00
171971	08/12/2022	CA HIGHWAY PATROL	Accounts Payable Check	200.00
171972	08/12/2022	CALIFORNIA JPIA	Accounts Payable Check	6,296.00
171973	08/12/2022	CARQUEST OF ATASCADERO	Accounts Payable Check	174.66
171974	08/12/2022	CERTIFIED FOLDER DISPLAY SVC	Accounts Payable Check	3,337.74

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171975	08/12/2022	CHARTER COMMUNICATIONS	Accounts Payable Check	3,215.23
171976	08/12/2022	KAREN A. CLANIN	Accounts Payable Check	266.00
171977	08/12/2022	CLEVER CONCEPTS, INC.	Accounts Payable Check	47.95
171978	08/12/2022	COASTAL COPY, INC.	Accounts Payable Check	184.40
171979	08/12/2022	AUDREY S. COHEN	Accounts Payable Check	96.00
171980	08/12/2022	COUNTY OF SAN LUIS OBISPO	Accounts Payable Check	64.00
171981	08/12/2022	CRYSTAL SPRINGS WATER	Accounts Payable Check	20.00
171982	08/12/2022	CUESTA POLYGRAPH & INVEST. LLC	Accounts Payable Check	3,912.50
171983	08/12/2022	CULLIGAN/CENTRAL COAST WTR TRT	Accounts Payable Check	70.00
171984	08/12/2022	NICHOLAS DEBAR	Accounts Payable Check	300.00
171985	08/12/2022	DEEP BLUE INTEGRATION, INC.	Accounts Payable Check	135.00
171986	08/12/2022	HYRUM C. DEL CASTILLO	Accounts Payable Check	120.00
171987	08/12/2022	DESTINATION TRAVEL NETWORK	Accounts Payable Check	100.00
171988	08/12/2022	DOOMSDAY SKATE, LLC	Accounts Payable Check	750.00
171989	08/12/2022	PHILIP DUNSMORE	Accounts Payable Check	300.00
171990	08/12/2022	EMI SPORTWEAR	Accounts Payable Check	966.24
171991	08/12/2022	STEVEN J. ERNST	Accounts Payable Check	64.00
171992	08/12/2022	ESCUELA DEL RIO	Accounts Payable Check	900.00
171993	08/12/2022	FERRELL'S AUTO REPAIR	Accounts Payable Check	655.51
171994	08/12/2022	TIMOTHY K. FOSTER	Accounts Payable Check	64.00
171995	08/12/2022	GARRY BRILL PRODUCTIONS	Accounts Payable Check	150.00
171996	08/12/2022	GAS COMPANY	Accounts Payable Check	20.21
171997	08/12/2022	ROCHELLE O. HANSON-TORRES	Accounts Payable Check	274.50
171998	08/12/2022	HIGH COUNTRY OUTDOOR, INC.	Accounts Payable Check	450.00
171999	08/12/2022	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	761.14
172000	08/12/2022	JIFFY LUBE	Accounts Payable Check	129.29
172001	08/12/2022	JK'S UNLIMITED, INC.	Accounts Payable Check	2,944.46
172002	08/12/2022	KID TEES	Accounts Payable Check	653.06
172003	08/12/2022	KPRL 1230 AM	Accounts Payable Check	695.00
172004	08/12/2022	LIN LI	Accounts Payable Check	324.00
172005	08/12/2022	LIFE ASSIST, INC.	Accounts Payable Check	821.48
172006	08/12/2022	MADRONE LANDSCAPES, INC.	Accounts Payable Check	428.00
172007	08/12/2022	MARBORG INDUSTRIES	Accounts Payable Check	73.05
172008	08/12/2022	MICHAEL K. NUNLEY & ASSC, INC.	Accounts Payable Check	16,902.81
172009	08/12/2022	MID-COAST MOWER & SAW, INC.	Accounts Payable Check	24.80
172010	08/12/2022	MINER'S ACE HARDWARE	Accounts Payable Check	835.72
172011	08/12/2022	MISSION UNIFORM SERVICE	Accounts Payable Check	274.45
172012	08/12/2022	MOTION PICTURE LICENSING CORP.	Accounts Payable Check	682.85
172013	08/12/2022	MV TRANSPORTATION, INC.	Accounts Payable Check	11,237.51
172014	08/12/2022	NORTH COAST ENGINEERING INC.	Accounts Payable Check	275.25
172015	08/12/2022	NUTRIEN AG SOLUTIONS, INC.	Accounts Payable Check	1,215.47
172016	08/12/2022	RON OVERACKER	Accounts Payable Check	183.72
172019	08/12/2022	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	82,940.23

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172020	08/12/2022	PACIFIC OVERHEAD DOOR SERVICE	Accounts Payable Check	20,234.00
172021	08/12/2022	MANNY PALACIOS	Accounts Payable Check	168.55
172022	08/12/2022	PAVEMENT ENGINEERING, INC.	Accounts Payable Check	12,997.50
172023	08/12/2022	PEAKWIFI, LLC	Accounts Payable Check	650.00
172024	08/12/2022	PERRY'S ELECTRIC MOTORS & CTRL	Accounts Payable Check	7,962.13
172025	08/12/2022	PRO TOW	Accounts Payable Check	120.00
172026	08/12/2022	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	1,523.97
172027	08/12/2022	PRW STEEL SUPPLY, INC.	Accounts Payable Check	24.50
172028	08/12/2022	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	7,242.00
172029	08/12/2022	JERI RANGEL	Accounts Payable Check	300.00
172030	08/12/2022	RACHELLE RICKARD	Accounts Payable Check	300.00
172031	08/12/2022	BRIAN S. RICKS	Accounts Payable Check	50.00
172032	08/12/2022	ISAIAH D. RODRIGUEZ	Accounts Payable Check	64.00
172033	08/12/2022	SAMUEL RODRIGUEZ	Accounts Payable Check	205.00
172034	08/12/2022	SANTA MARIA TIRE, INC.	Accounts Payable Check	3,491.94
172035	08/12/2022	SCHINDLER ELEVATOR CORP	Accounts Payable Check	473.37
172036	08/12/2022	THE SHERWIN-WILLIAMS COMPANY	Accounts Payable Check	57.88
172037	08/12/2022	SLO COUNTY TRAINING OFFICERS	Accounts Payable Check	200.00
172038	08/12/2022	RYAN SMITH	Accounts Payable Check	157.68
172039	08/12/2022	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	819,782.07
172040	08/12/2022	SPEAKWRITE, LLC.	Accounts Payable Check	367.97
172041	08/12/2022	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	2,070.53
172042	08/12/2022	BRUCE ST. JOHN	Accounts Payable Check	201.18
172043	08/12/2022	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	3,200.00
172044	08/12/2022	SUNSET SERVICE CENTER	Accounts Payable Check	131.98
172045	08/12/2022	TARGET SOLUTIONS LEARNING, LLC	Accounts Payable Check	108.92
172046	08/12/2022	THOMSON REUTERS - WEST	Accounts Payable Check	180.35
172047	08/12/2022	SKYLER E. TUCKER	Accounts Payable Check	96.00
172048	08/12/2022	VINO VICE, INC.	Accounts Payable Check	258.00
172049	08/12/2022	WCJ PROPERTY SERVICES	Accounts Payable Check	513.00
172050	08/12/2022	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	310.00
172051	08/12/2022	KAREN B. WYKE	Accounts Payable Check	760.80
172052	08/12/2022	YOUTH EVOLUTION SOCCER	Accounts Payable Check	3,813.60
172053	08/12/2022	YOUTH TECH, INC.	Accounts Payable Check	1,668.00
4502	08/18/2022	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	8,890.39
172054	08/18/2022	ATASCADERO MID MGRS ORG UNION	Payroll Vendor Payment	60.00
172055	08/18/2022	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,078.00
172056	08/18/2022	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,151.80
172057	08/18/2022	CA FIREFIGHTERS BENEFIT TRUST	Payroll Vendor Payment	1,800.00
172058	08/18/2022	MASS MUTUAL WORKPLACE SOLUTION	Payroll Vendor Payment	7,801.01
172059	08/18/2022	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	1,502.54
172060	08/18/2022	NAVIA BENEFIT SOLUTIONS	Payroll Vendor Payment	1,674.10
172061	08/18/2022	SEIU LOCAL 620	Payroll Vendor Payment	871.17

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172062	08/18/2022	VANTAGEPOINT TRNSFR AGT 106099	Payroll Vendor Payment	433.55
172063	08/18/2022	VANTAGEPOINT TRNSFR AGT 304633	Payroll Vendor Payment	7,702.06
172064	08/18/2022	VANTAGEPOINT TRNSFR AGT 706276	Payroll Vendor Payment	185.00
4503	08/19/2022	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	327.45
4504	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	22,581.24
4505	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	35,123.51
4506	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,231.71
4507	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,750.54
4508	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	5,471.03
4509	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	9,790.61
4510	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	12,584.03
4511	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	17,648.45
4512	08/19/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,800.00
172065	08/19/2022	U.S. POSTMASTER	Accounts Payable Check	300.00
4513	08/23/2022	RABOBANK, N.A.	Payroll Vendor Payment	85,462.43
4514	08/23/2022	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	28,020.69
4515	08/23/2022	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	3,003.51
4516	08/24/2022	BANK OF NEW YORK MELLON	Accounts Payable Check	652,062.55
172066	08/26/2022	ANTECH DIAGNOSTICS	Accounts Payable Check	144.76
172067	08/26/2022	AVILA TRAFFIC SAFETY	Accounts Payable Check	137.29
172068	08/26/2022	TARRON BEAUCHAMP	Accounts Payable Check	80.00
172069	08/26/2022	CLASSIC BLINDS & DRAPERIES	Accounts Payable Check	60.00
172070	08/26/2022	CRYSTAL CRIMBCHIN	Accounts Payable Check	263.25
172071	08/26/2022	EARTH SYSTEMS PACIFIC	Accounts Payable Check	360.00
172072	08/26/2022	FARO TECHNOLOGIES, INC.	Accounts Payable Check	1,090.00
172073	08/26/2022	FENCE FACTORY ATASCADERO	Accounts Payable Check	58.66
172074	08/26/2022	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	8,790.69
172075	08/26/2022	RAMON HERNANDEZ	Accounts Payable Check	243.40
172076	08/26/2022	INFORMATION TECHNOLOGY	Accounts Payable Check	1,671.30
172077	08/26/2022	K & M INTERNATIONAL	Accounts Payable Check	4,017.64
172078	08/26/2022	LAKE TECH, INC.	Accounts Payable Check	7,250.00
172079	08/26/2022	MIG	Accounts Payable Check	10,288.75
172080	08/26/2022	MP ANNEX, LLC	Accounts Payable Check	242,588.59
172081	08/26/2022	PACIFIC CNTRL COAST HLTH CTRS	Accounts Payable Check	1,254.82
172082	08/26/2022	PLANETERIA MEDIA, LLC	Accounts Payable Check	3,900.00
172083	08/26/2022	PROCARE JANITORIAL SUPPLY,INC.	Accounts Payable Check	1,811.70
172084	08/26/2022	RICK ENGINEERING COMPANY	Accounts Payable Check	727.50
172085	08/26/2022	SHAUN & MICHELINA RUSSELL	Accounts Payable Check	581.93
172086	08/26/2022	SAM'S TREE 805, INC.	Accounts Payable Check	9,500.00
172087	08/26/2022	SERVICE SYSTEMS ASSC, INC.	Accounts Payable Check	2,500.00
172088	08/26/2022	SMART AND FINAL	Accounts Payable Check	625.00
172089	08/26/2022	TEAMWORK CREW LIMITED	Accounts Payable Check	32.40
172090	08/26/2022	TESCO CONTROLS, INC.	Accounts Payable Check	3,412.03

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172091	08/26/2022	TIN CITY CIDER, LLC	Accounts Payable Check	396.00
172093	08/26/2022	U.S. BANK	Accounts Payable Check	9,842.31
172094	08/26/2022	U.S. BANK	Accounts Payable Check	2,996.00
172095	08/26/2022	VERIZON WIRELESS	Accounts Payable Check	195.93
172096	08/26/2022	VISIT SLO CAL	Accounts Payable Check	98,186.21
172097	08/26/2022	WATER SYSTEMS CONSULTING, INC.	Accounts Payable Check	75,103.76
172098	08/26/2022	ZOOM IMAGING SOLUTIONS, INC.	Accounts Payable Check	1,044.36
172099	08/26/2022	13 STARS MEDIA	Accounts Payable Check	109.78
172100	08/26/2022	2 MEXICANS, LLC	Accounts Payable Check	1,997.50
172101	08/26/2022	A SUPERIOR CRANE, LLC	Accounts Payable Check	2,600.00
172102	08/26/2022	A.P.S. AUTOMOTIVE	Accounts Payable Check	308.33
172103	08/26/2022	AFSS SOUTHERN DIVISION	Accounts Payable Check	30.00
172104	08/26/2022	AK & COMPANY	Accounts Payable Check	1,750.00
172105	08/26/2022	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	296.00
172106	08/26/2022	AMERICAN WEST TIRE & AUTO INC	Accounts Payable Check	1,106.34
172107	08/26/2022	KELLY AREBALO	Accounts Payable Check	314.64
172109	08/26/2022	AT&T	Accounts Payable Check	1,036.19
172110	08/26/2022	AT&T	Accounts Payable Check	818.65
172111	08/26/2022	ATASCADERO DOOR COMPANY	Accounts Payable Check	233.81
172112	08/26/2022	ATASCADERO HAY & FEED	Accounts Payable Check	1,176.54
172113	08/26/2022	ATASCADERO MUTUAL WATER CO.	Accounts Payable Check	6,487.27
172114	08/26/2022	ATM ADVANTAGE PLUS	Accounts Payable Check	175.00
172115	08/26/2022	AVILA TRAFFIC SAFETY	Accounts Payable Check	681.43
172116	08/26/2022	BASSETT'S CRICKET RANCH, INC.	Accounts Payable Check	508.78
172117	08/26/2022	BERRY MAN, INC.	Accounts Payable Check	1,017.40
172118	08/26/2022	BRANCH SMITH PROPERTIES	Accounts Payable Check	374.00
172119	08/26/2022	CASEY BRYSON	Accounts Payable Check	86.00
172120	08/26/2022	BUREAU VERITAS NORTH AMERICA	Accounts Payable Check	1,125.00
172121	08/26/2022	CA PARK & RECREATION SOCIETY	Accounts Payable Check	555.00
172122	08/26/2022	CARQUEST OF ATASCADERO	Accounts Payable Check	221.97
172123	08/26/2022	CHARTER COMMUNICATIONS	Accounts Payable Check	4,506.83
172124	08/26/2022	DAVID S. CHOCK	Accounts Payable Check	800.00
172125	08/26/2022	CORELOGIC SOLUTIONS, LLC.	Accounts Payable Check	1,500.00
172126	08/26/2022	DAVID CRYE	Accounts Payable Check	704.88
172127	08/26/2022	CRYSTAL CREAMERY, INC.	Accounts Payable Check	1,175.22
172128	08/26/2022	JOE DEBRUIN, PH.D.	Accounts Payable Check	540.00
172129	08/26/2022	EARTH SYSTEMS PACIFIC	Accounts Payable Check	840.00
172130	08/26/2022	ECONOMIC & PLANNING SYSTEM INC	Accounts Payable Check	997.50
172131	08/26/2022	EN FUEGO EVENTS	Accounts Payable Check	10,000.00
172132	08/26/2022	ESCROW CLEANING SERVICE	Accounts Payable Check	300.00
172133	08/26/2022	ESRI, INC.	Accounts Payable Check	13,010.00
172134	08/26/2022	EXECUTIVE JANITORIAL	Accounts Payable Check	1,030.00
172135	08/26/2022	FARM SUPPLY COMPANY	Accounts Payable Check	153.22



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172136	08/26/2022	FENCE FACTORY ATASCADERO	Accounts Payable Check	172.89
172137	08/26/2022	FERGUSON ENTERPRISES, LLC	Accounts Payable Check	294.23
172138	08/26/2022	FGL ENVIRONMENTAL	Accounts Payable Check	453.00
172139	08/26/2022	FILIPPIN ENGINEERING, INC.	Accounts Payable Check	27,799.50
172140	08/26/2022	FILIPPONI & THOMPSON DRILLING	Accounts Payable Check	35,900.00
172141	08/26/2022	GAS COMPANY	Accounts Payable Check	414.20
172142	08/26/2022	ALFRED J. GONZALEZ	Accounts Payable Check	50.00
172143	08/26/2022	DANIEL J. GRASSESCHI	Accounts Payable Check	350.00
172144	08/26/2022	HERC RENTALS, INC.	Accounts Payable Check	1,167.18
172145	08/26/2022	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	2,076.32
172146	08/26/2022	ALAN HURST	Accounts Payable Check	1,200.00
172147	08/26/2022	ZACHARIAH JACKSON	Accounts Payable Check	500.00
172148	08/26/2022	JB DEWAR INC	Accounts Payable Check	305.96
172149	08/26/2022	JIFFY LUBE	Accounts Payable Check	66.95
172150	08/26/2022	JOE A. GONSALVES & SON	Accounts Payable Check	3,000.00
172151	08/26/2022	KRITZ EXCAVATING & TRUCKNG INC	Accounts Payable Check	1,513.80
172152	08/26/2022	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	745.05
172153	08/26/2022	LIFE ASSIST, INC.	Accounts Payable Check	82.77
172154	08/26/2022	LINDE GAS & EQUIPMENT INC.	Accounts Payable Check	61.58
172155	08/26/2022	MARK'S TIRE SERVICE	Accounts Payable Check	907.21
172156	08/26/2022	MCCLATCHY SHARED SERVICES, LLC	Accounts Payable Check	213.00
172157	08/26/2022	MEDINA LIGHT SHOW DESIGNS	Accounts Payable Check	1,600.00
172158	08/26/2022	MID-COAST MOWER & SAW, INC.	Accounts Payable Check	69.10
172159	08/26/2022	MIG	Accounts Payable Check	10,351.25
172160	08/26/2022	JANET MILLER	Accounts Payable Check	27.50
172161	08/26/2022	MINER'S ACE HARDWARE	Accounts Payable Check	370.60
172162	08/26/2022	MATTHEW J. MIRANDA	Accounts Payable Check	86.00
172163	08/26/2022	MISSION UNIFORM SERVICE	Accounts Payable Check	213.22
172164	08/26/2022	MP ANNEX, LLC	Accounts Payable Check	10,416.50
172165	08/26/2022	SHARON & FRED MUNROE	Accounts Payable Check	50.00
172166	08/26/2022	NEW TIMES	Accounts Payable Check	791.00
172167	08/26/2022	OASIS EQUIPMENT RENTAL	Accounts Payable Check	784.90
172168	08/26/2022	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	62.64
172169	08/26/2022	PASO ROBLES SAFE & LOCK, INC.	Accounts Payable Check	226.98
172170	08/26/2022	PERRY'S PARCEL & GIFT	Accounts Payable Check	75.00
172171	08/26/2022	PRO TOW	Accounts Payable Check	1,205.00
172172	08/26/2022	PROCARE JANITORIAL SUPPLY,INC.	Accounts Payable Check	1,159.16
172173	08/26/2022	MADISON N. QUIRING	Accounts Payable Check	365.00
172174	08/26/2022	R.W. SCOTT CONSTRUCTION CO INC	Accounts Payable Check	77.00
172175	08/26/2022	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	4,530.00
172176	08/26/2022	RAMINHA CONSTRUCTION, INC.	Accounts Payable Check	5,500.00
172177	08/26/2022	READYREFRESH BY NESTLE	Accounts Payable Check	588.96
172178	08/26/2022	ROLSON MUSIC & SOUND	Accounts Payable Check	2,825.00

City of Atascadero  
Disbursement Listing

For the Month of August 2022

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Check Number	Check Date	Vendor	Description	Amount
172179	08/26/2022	STANLEY CONVERGENT SECURITY	Accounts Payable Check	692.69
172180	08/26/2022	STEAM PRO CARPET CARE,LLC	Accounts Payable Check	515.00
172181	08/26/2022	STOP STICK, LTD.	Accounts Payable Check	1,051.38
172182	08/26/2022	RODOLFO B. TORRES	Accounts Payable Check	350.00
172183	08/26/2022	TRIBUNE	Accounts Payable Check	1,228.84
172187	08/26/2022	U.S. BANK	Accounts Payable Check	28,831.40
172188	08/26/2022	ULTREX BUSINESS PRODUCTS	Accounts Payable Check	45.54
172189	08/26/2022	UNITED RENTALS (NORTH AM), INC	Accounts Payable Check	3,398.25
172190	08/26/2022	VERITONE, INC.	Accounts Payable Check	3,400.00
172191	08/26/2022	VINO VICE, INC.	Accounts Payable Check	948.00
172192	08/26/2022	WCJ PROPERTY SERVICES	Accounts Payable Check	160.00
172193	08/26/2022	WORKBENCH	Accounts Payable Check	21,132.75
172194	08/26/2022	CHRISTINE S. WRIGHT	Accounts Payable Check	350.00
				<u>\$4,756,902.71</u>



# Atascadero City Council

June 2022

## Staff Report - City Treasurer

### June 2022 Investment Report

#### RECOMMENDATION:

Council receive and file the City Treasurer's report for quarter ending June 30, 2022.

#### REPORT IN BRIEF:

##### Cash and Investments

Checking	\$ 360,750	
Zoo Credit Card Deposit Account	5,306	
Certificates of Deposit	13,675,000	
Government Securities	14,285,959	
Supranational Securities	3,499,396	
Municipal Securities	3,744,170	
LAIF	27,068,192	
Cash with Fiscal Agents	<u>2,257,908</u>	
Cash in Banks at June 30, 2022		\$ 64,896,681
Timing Differences		<u>270,285</u>
Cash and Investments at June 30, 2022		<u>\$ 65,166,966</u>

##### Investment Activity

#### Securities Purchased:

Purchase Date	Description	Type	Cost	Maturity Date
04/13/22	US Treasury Notes CUSIP #912828XZ8	Government Security	\$ 502,070	06/30/25
04/13/22	Northern CA Power Agency CUSIP #66485FN9	Municipal Security	299,001	07/01/25
04/14/22	Comenity Capital Bank Draper, UT	Certificate of Deposit	245,000	04/14/27
05/11/22	LA Unified School District CUSIP #544646A77	Municipal Security	542,885	05/01/27
05/24/22	US Treasury Notes CUSIP #912828X88	Government Security	488,703	05/15/27
06/22/22	Federal Home Loan Bank CUSIP #3130A5JU4	Government Security	196,496	06/09/27
06/22/22	Federal Home Loan Bank CUSIP #3130ASGU7	Government Security	200,856	06/11/27
06/22/22	Federal Farm Credit Bank CUSIP #3133EHNR0	Government Security	461,539	06/15/27

**Investment Activity (continued)**

**Securities Matured:**

<u>Maturity Date</u>	<u>Description</u>	<u>Type</u>	<u>Original Cost</u>	<u>Amount Matured</u>
04/05/22	Federal National Mortgage Assn CUSIP #3135G0T45	Government Security	\$ 500,000	\$ 500,000
05/17/22	MB Financial Bank Chicago, IL	Certificate of Deposit	245,000	245,000
05/31/22	Lakeside Bank Chicago, IL	Certificate of Deposit	245,000	245,000
06/10/22	Federal Home Loan Bank CUSIP #313379Q69	Government Security	506,275	500,000

**Securities Sold Prior to Maturity:**

None

**Other Reportable Activities:**

None

**CITY OF ATASCADERO**  
**TREASURER'S REPORT**  
**CASH & INVESTMENTS ACTIVITY SUMMARY**  
*for the quarter ending June 30, 2022*

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	<u>CHECKING ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>FISCAL AGENT</u>	<u>TOTALS</u>
Balance per Banks at April 1, 2022	\$ 3,259,427	\$ 56,597,037	\$ 2,604,205	\$ 62,460,669
Receipts	13,072,729	168,124	2,009	13,242,862
Recognition of Premiums & Discounts	-	(18,512)	-	(18,512)
Disbursements	(10,440,032)	-	(348,306)	(10,788,338)
Transfers In	6,355,482	11,881,550	-	18,237,032
Transfers Out	<u>(11,881,550)</u>	<u>(6,355,482)</u>	<u>-</u>	<u>(18,237,032)</u>
Balance per Banks at June 30, 2022	<u>\$ 366,056</u>	<u>\$ 62,272,717</u>	<u>\$ 2,257,908</u>	64,896,681
Timing Differences				<u>270,285</u>
<b>Adjusted Treasurer's Balance</b>				<u><u>\$ 65,166,966</u></u>

*CITY OF ATASCADERO  
INVESTMENT REPORT  
June 30, 2022*

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<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
<i>Funds Managed by City</i>											
n/a	Local Agency Invest. Fund (LAIF)	n/a	State Investment Fund	n/a	n/a	0.86%	\$ 27,068,192	n/a	\$ 27,068,192	\$ 26,719,700	\$ (348,492)
n/a	Broker Money Market	n/a	Money Fund	n/a	n/a	Vary	-	n/a	-	-	-
07/05/22	Sallie Mae Bank Salt Lake City, UT	07/08/19	Certificate of Deposit	n/a	2.20%	2.20%	245,000	n/a	245,000	245,017	17
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	245,039	39
07/27/22	Federal Farm Credit Bank CUSIP #3133EDE65	07/12/17	Government Security	n/a	3.05%	1.98%	302,000	238	302,238	302,329	91
08/03/22	Federal Farm Credit Bank CUSIP #3133EHTS2	08/17/17	Government Security	Aaa	1.90%	1.72%	500,000	83	500,083	500,145	62
09/09/22	Federal Home Loan Bank CUSIP #313380GJ0	09/11/17	Government Security	Aaa	2.00%	1.62%	500,000	366	500,366	500,195	(171)
09/14/22	Int'l Amer. Development Bank CUSIP #4581X0CZ9	12/18/17	Supranational Security	Aaa	1.75%	2.23%	500,000	(502)	499,498	499,645	147
10/05/22	Federal National Mortgage Assn CUSIP #3135G0T78	01/18/18	Government Security	Aaa	2.00%	2.30%	500,000	(397)	499,603	499,765	162
11/28/22	Bank of New England Salem, NH	07/26/19	Certificate of Deposit	n/a	2.05%	2.05%	245,000	n/a	245,000	245,054	54
01/18/23	Int'l Amer. Development Bank CUSIP #4581X0DA3	01/18/18	Supranational Security	Aaa	2.50%	2.46%	500,000	103	500,103	499,605	(498)
01/18/23	Int'l Amer. Development Bank CUSIP #4581X0DA3	12/06/18	Supranational Security	Aaa	2.50%	2.90%	500,000	(1,083)	498,917	499,605	688
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	246,651	1,651
03/10/23	Federal Home Loan Bank CUSIP #3130ADMX7	03/16/18	Government Security	Aaa	2.50%	2.71%	500,000	(713)	499,287	499,325	38
03/24/23	Bell Bank Fargo, ND	03/24/20	Certificate of Deposit	n/a	0.85%	0.85%	245,000	n/a	245,000	242,239	(2,761)
04/11/23	Federal Farm Credit Bank CUSIP #3133EJKN8	04/11/18	Government Security	Aaa	2.70%	2.71%	500,000	(42)	499,958	499,655	(303)

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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	\$ 245,870	\$ 870
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	99,905	(95)
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	246,105	1,105
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	246,125	1,125
06/27/23	PeopleFirst Bank Joliet, IL	03/27/20	Certificate of Deposit	n/a	1.00%	1.00%	245,000	n/a	245,000	240,573	(4,427)
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	245,911	911
07/31/23	Int'l Finance Corporation CUSIP #45950KCP3	09/12/18	Supranational Security	Aaa	2.88%	2.90%	500,000	(136)	499,864	499,935	71
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	246,161	1,161
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	245,387	387
09/27/23	Int'l Bank for Recon & Develop CUSIP #459058GL1	02/06/19	Supranational Security	Aaa	3.00%	2.55%	500,000	2,752	502,752	499,880	(2,872)
09/27/23	Nicolet National Bank Green Bay, WI	03/27/20	Certificate of Deposit	n/a	1.25%	1.25%	245,000	n/a	245,000	239,867	(5,133)
09/29/23	Alma Bank Astoria, NY	03/31/20	Certificate of Deposit	n/a	1.10%	1.10%	245,000	n/a	245,000	239,387	(5,613)
11/06/23	Federal Farm Credit Bank CUSIP #3133EJQ85	11/06/18	Government Security	n/a	3.05%	3.06%	500,000	(53)	499,947	501,025	1,078
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	246,482	1,482
12/08/23	Federal Home Loan Bank CUSIP #3130AAHE1	04/30/20	Government Security	n/a	2.50%	0.39%	640,000	19,440	659,440	635,072	(24,368)
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	244,358	(642)

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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	\$ 243,834	\$ (1,166)
03/08/24	Federal Home Loan Bank CUSIP #3130AB3H7	03/07/19	Government Security	Aaa	2.38%	2.58%	750,000	(2,524)	747,476	741,353	(6,123)
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	243,187	(1,813)
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	242,303	(2,697)
05/13/24	Federal Farm Credit Bank CUSIP #3133EKLBO	05/13/19	Government Security	Aaa	2.31%	2.32%	500,000	(64)	499,936	494,965	(4,971)
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	242,119	(2,881)
06/01/24	Tulare County Pension Bond CUSIP #899154AW8	09/28/20	Municipal Security	A1	3.56%	0.79%	120,000	6,307	126,307	120,001	(6,306)
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	240,313	(4,687)
07/26/24	Abacus Federal Savings New York, NY	07/26/19	Certificate of Deposit	n/a	2.00%	2.00%	245,000	n/a	245,000	238,596	(6,404)
08/01/24	Federal Farm Credit Bank CUSIP 3133EJM55	07/24/19	Government Security	Aaa	3.25%	1.92%	427,000	11,504	438,504	429,139	(9,365)
08/19/24	CF Bank Worthington, OH	08/19/19	Certificate of Deposit	n/a	1.85%	1.85%	245,000	n/a	245,000	237,616	(7,384)
08/28/24	Genoa Banking Company Genoa, OH	08/28/19	Certificate of Deposit	n/a	1.80%	1.80%	245,000	n/a	245,000	237,263	(7,737)
08/28/24	Int'l Bank for Recon & Develop CUSIP #459056HV2	10/18/19	Supranational Security	Aaa	1.50%	1.62%	500,000	(1,252)	498,748	484,010	(14,738)
08/30/24	Preferred Bank Los Angeles, CA	08/30/19	Certificate of Deposit	n/a	1.85%	1.85%	245,000	n/a	245,000	237,488	(7,512)
09/10/24	Peoples Bank Rock Valley, IA	03/23/20	Certificate of Deposit	n/a	1.50%	1.50%	100,000	n/a	100,000	96,154	(3,846)
09/20/24	Bank of Deerfield Deerfield, WI	09/20/19	Certificate of Deposit	n/a	1.70%	1.70%	245,000	n/a	245,000	236,496	(8,504)



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09/25/24	Grand River Bank Grandville, MI	03/25/20	Certificate of Deposit	n/a	1.00%	1.00%	\$ 245,000	n/a	\$ 245,000	\$ 232,748	\$ (12,252)
10/15/24	Federal National Mortgage Assn CUSIP #3135G0W66	03/13/20	Government Security	Aaa	1.63%	0.81%	500,000	9,267	509,267	484,520	(24,747)
11/08/24	Raymond James Bank St. Petersburg, FL	11/08/19	Certificate of Deposit	n/a	1.80%	1.80%	245,000	n/a	245,000	236,511	(8,489)
12/13/24	Federal Home Loan Bank CUSIP #3130A3GE8	03/13/20	Government Security	Aaa	2.75%	0.84%	500,000	23,208	523,208	496,450	(26,758)
01/15/25	Int'l Bank for Recon & Develop CUSIP #459058HT3	01/16/20	Supranational Security	Aaa	1.63%	1.66%	500,000	(486)	499,514	482,640	(16,874)
01/20/25	Live Oak Banking Company Wilmington, NC	01/24/20	Certificate of Deposit	n/a	1.85%	1.85%	245,000	n/a	245,000	235,977	(9,023)
01/24/25	Baycoast Bank Swansea, MA	01/24/20	Certificate of Deposit	n/a	1.70%	1.70%	245,000	n/a	245,000	235,095	(9,905)
02/12/25	Federal Home Loan Mtge Corp CUSIP #3137EAEPO	03/13/20	Government Security	Aaa	1.50%	0.79%	500,000	9,210	509,210	480,625	(28,585)
03/03/25	Federal Farm Credit Bank CUSIP #3133ELQY3	03/04/20	Government Security	Aaa	1.21%	0.88%	500,000	4,306	504,306	475,820	(28,486)
03/26/25	Evergreen Bank Group Oak Brook, IL	03/26/20	Certificate of Deposit	n/a	1.00%	1.00%	245,000	n/a	245,000	229,805	(15,195)
03/27/25	Bank of Romney Romney, WV	03/27/20	Certificate of Deposit	n/a	1.15%	1.15%	245,000	n/a	245,000	230,751	(14,249)
03/27/25	First Jackson Bank Stevenson, AL	03/27/20	Certificate of Deposit	n/a	1.15%	1.15%	245,000	n/a	245,000	230,751	(14,249)
04/01/25	El Cajon Taxable Pension Obl CUSIP 282659AX9	01/27/21	Municipal Security	Aa	1.18%	0.70%	650,000	8,488	658,488	601,289	(57,199)
04/28/25	First National Bank McGregor, TX	04/28/20	Certificate of Deposit	n/a	1.35%	1.35%	245,000	n/a	245,000	231,589	(13,411)
04/29/25	Flagstar Bank Troy, MI	03/26/20	Certificate of Deposit	n/a	1.15%	1.15%	245,000	n/a	245,000	230,320	(14,680)
06/30/25	US Treasury Notes CUSIP #912828XZ8	04/13/22	Government Security	Aaa	2.75%	2.61%	500,000	1,913	501,913	496,115	(5,798)

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07/01/25	Northern Calif Power Agency CUSIP #664845FN9	04/13/22	Municipal Security	Aa3	2.39%	3.04%	\$ 305,000	\$ (5,642)	\$ 299,358	\$ 293,895	\$ (5,463)
07/01/25	University of California CUSIP #91412GU94	10/22/20	Municipal Security	Aa2	3.06%	0.81%	300,000	20,068	320,068	297,252	(22,816)
09/01/25	San Bernardino Successor Agency Swansea, MA	10/22/20	Municipal Security	Aa	4.00%	0.71%	175,000	18,054	193,054	182,387	(10,667)
10/01/25	Folsom Cordova School District CUSIP #34440PCN9	11/10/20	Municipal Security	Aa-	3.00%	1.00%	400,000	25,593	425,593	396,320	(29,273)
11/07/25	Federal National Mortgage Assn CUSIP #3135G06G3	12/14/20	Government Security	Aaa	0.50%	0.42%	500,000	1,333	501,333	459,050	(42,283)
11/15/25	Tulare Sewer Revenue CUSIP 899124MF5	12/11/20	Municipal Security	Aa	1.46%	0.58%	400,000	11,661	411,661	372,964	(38,697)
12/11/25	BMW Bank North America Salt Lake City, UT	12/11/20	Certificate of Deposit	n/a	0.50%	0.50%	245,000	n/a	245,000	222,200	(22,800)
12/18/25	Third Federal Savings & Loan Cleveland, OH	12/18/20	Certificate of Deposit	n/a	1.46%	1.46%	245,000	n/a	245,000	221,688	(23,312)
01/15/26	First Reliance Bank Florence, SC	01/15/21	Certificate of Deposit	n/a	0.30%	0.30%	245,000	n/a	245,000	219,919	(25,081)
01/22/26	ConnectOne Bank Englewood Cliffs, NJ	01/22/21	Certificate of Deposit	n/a	0.45%	0.45%	245,000	n/a	245,000	221,029	(23,971)
01/22/26	Luana Savings Bank Luana, IA	01/22/21	Certificate of Deposit	n/a	0.40%	0.40%	245,000	n/a	245,000	220,777	(24,223)
02/11/26	Ind'l & Com'l Bank of China New York, NY	02/22/21	Certificate of Deposit	n/a	0.45%	0.45%	245,000	n/a	245,000	220,858	(24,142)
03/02/26	Federal Farm Credit Bank CUSIP #3133EFH91	03/03/21	Government Security	Aaa	2.22%	0.75%	876,000	46,518	922,518	849,860	(72,658)
03/27/26	Federal Agriculture Mtge Corp CUSIP #31422XDX7	03/30/21	Government Security	n/a	0.83%	0.87%	500,000	(699)	499,301	460,360	(38,941)
04/23/26	Malaga Bank Palos Verdes Peninsula, CA	04/23/21	Certificate of Deposit	n/a	0.55%	0.55%	245,000	n/a	245,000	220,422	(24,578)
04/24/26	Federal National Mortgage Assn CUSIP #3135G0K36	04/26/21	Government Security	Aaa	2.13%	0.77%	500,000	25,472	525,472	482,850	(42,622)

*CITY OF ATASCADERO  
INVESTMENT REPORT  
June 30, 2022*

ITEM NUMBER:  
DATE:

A-3  
09/27/22

<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
05/19/26	Eaglemark Savings Bank Reno, NV	05/19/21	Certificate of Deposit	n/a	0.70%	0.70%	\$ 245,000	n/a	\$ 245,000	\$ 221,460	\$ (23,540)
06/30/26	UBS Bank USA Salt Lake City, UT	05/19/21	Certificate of Deposit	n/a	0.90%	0.90%	245,000	n/a	245,000	222,592	(22,408)
07/01/26	New York Community Bank Hicksville, NY	06/29/21	Certificate of Deposit	n/a	0.85%	0.85%	245,000	n/a	245,000	222,222	(22,778)
07/22/26	Toyota Financial Savings Bank Henderson, NV	07/22/21	Certificate of Deposit	n/a	0.95%	0.95%	245,000	n/a	245,000	222,825	(22,175)
08/01/26	Rancho Adobe Fire Protection CUSIP #752096AE7	10/14/21	Municipal Security	Aa	1.43%	1.25%	260,000	1,857	261,857	240,419	(21,438)
08/13/26	Synchrony Bank Draper, UT	08/13/21	Certificate of Deposit	n/a	0.90%	0.90%	245,000	n/a	245,000	221,990	(23,010)
09/24/26	Federal National Mortgage Assn CUSIP #3135G0Q22	09/24/21	Government Security	Aaa	1.88%	0.80%	500,000	22,433	522,433	475,750	(46,683)
09/29/26	First Bank Richmond Richmond, IN	09/29/21	Certificate of Deposit	n/a	0.55%	0.55%	245,000	n/a	245,000	217,820	(27,180)
11/17/26	Capital One National McLean, VA	11/17/21	Certificate of Deposit	n/a	1.10%	1.10%	245,000	n/a	245,000	222,335	(22,665)
11/17/26	Capital One Bank Glen Allen, VA	11/17/21	Certificate of Deposit	n/a	1.10%	1.10%	245,000	n/a	245,000	222,335	(22,665)
12/21/26	Federal Home Loan Bank CUSIP #3130AQF65	12/30/21	Government Security	Aaa	1.25%	1.26%	500,000	(161)	499,839	462,375	(37,464)
12/28/26	Federal Farm Credit Banks CUSIP #3133EJ4E6	01/18/22	Government Security	Aaa	3.13%	1.58%	200,000	13,352	213,352	199,974	(13,378)
12/31/26	Bank of Kremlin Kremlin, OK	12/31/21	Certificate of Deposit	n/a	1.05%	1.05%	245,000	n/a	245,000	221,010	(23,990)
01/15/27	San Joaquin Hills Trans Agency CUSIP # 798111HF0	01/19/22	Municipal Security	A2	2.15%	1.88%	500,000	5,835	505,835	461,875	(43,960)
02/10/27	Federal Agriculture Mtge Corp CUSIP #31422XTX0	02/17/22	Government Security	n/a	1.60%	1.96%	550,000	(8,696)	541,304	512,776	(28,528)
02/17/27	Beal Bank USA Las Vegas, NV	02/23/22	Certificate of Deposit	n/a	1.90%	1.90%	245,000	n/a	245,000	229,207	(15,793)

**CITY OF ATASCADERO  
INVESTMENT REPORT  
June 30, 2022**

**ITEM NUMBER:  
DATE:**

**A-3  
09/27/22**

<u>MATURITY DATE</u>	<u>DESCRIPTION (ISSUER)</u>	<u>PURCHASE DATE</u>	<u>INVESTMENT TYPE</u>	<u>INVESTMENT RATING</u>	<u>STATED % RATE</u>	<u>YIELD</u>	<u>FACE VALUE</u>	<u>PREMIUM/ (DISCOUNT)</u>	<u>COST OF INVESTMENT</u>	<u>MARKET VALUE</u>	<u>UNREALIZED GAIN / (LOSS)</u>
03/12/27	Federal Home Loan Bank CUSIP #3130A3DU5	03/17/22	Government Security	Aaa	3.00%	2.20%	\$ 500,000	\$ 17,729	\$ 517,729	\$ 497,040	\$ (20,689)
03/16/27	American Express Nat'l Bank Sandy, UT	03/16/22	Certificate of Deposit	n/a	2.00%	2.00%	245,000	n/a	245,000	229,959	(15,041)
03/17/27	Beal Bank Plano, TX	03/23/22	Certificate of Deposit	n/a	2.00%	2.00%	245,000	n/a	245,000	228,352	(16,648)
04/14/27	Comenity Capital Bank Draper, UT	04/14/22	Certificate of Deposit	n/a	2.65%	2.65%	245,000	n/a	245,000	236,592	(8,408)
05/01/27	LA Unified School District CUSIP # 544646A77	05/11/22	Municipal Security	Aa3	5.72%	3.81%	500,000	41,948	541,948	539,375	(2,573)
05/15/27	US Treasury Notes CUSIP #912828X88	05/24/22	Government Security	Aaa	2.38%	2.87%	500,000	(11,048)	488,952	484,025	(4,927)
06/09/27	Federal Home Loan Bank CUSIP #3130A5JU4	06/22/22	Government Security	Aaa	3.04%	3.43%	200,000	(3,487)	196,513	198,848	2,335
06/11/27	Federal Home Loan Bank CUSIP #3130ASGU7	06/22/22	Government Security	Aaa	3.50%	3.41%	200,000	855	200,855	203,702	2,847
06/15/27	Federal Farm Credit Bureau CUSIP #3133EHNRO	06/22/22	Government Security	Aaa	2.58%	3.43%	480,000	(18,383)	461,617	466,771	5,154
<b>Total Funds Managed by the City</b>							<u>61,978,192</u>	<u>294,525</u>	<u>62,272,717</u>	<u>60,545,315</u>	<u>(1,727,402)</u>
<b>Funds Managed by Fiscal Agent</b>											
n/a	BNY Western Trust Hamilton Treas. Money	n/a	Treasury Fund	Aaa	n/a	1.09%	1,406,310	n/a	1,406,310	1,406,310	-
n/a	BNY Western Trust Hamilton Treas. Money	n/a	Treasury Fund	Aaa	n/a	0.88%	851,598	n/a	851,598	851,599	1
<b>Total Funds Managed by Fiscal Agent</b>							<u>2,257,908</u>	<u>n/a</u>	<u>2,257,908</u>	<u>2,257,909</u>	<u>1</u>
							<u>\$ 64,236,100</u>	<u>\$ 294,525</u>	<u>\$ 64,530,625</u>	<u>\$ 62,803,224</u>	<u>\$ (1,727,401)</u>

Average Maturity of Total Portfolio 871 Days  
Weighted Average Yield of Total Portfolio 1.36%

**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 September 8, 2020. 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: J. Rangel  
Jeri Rangel - Director of Administrative Services

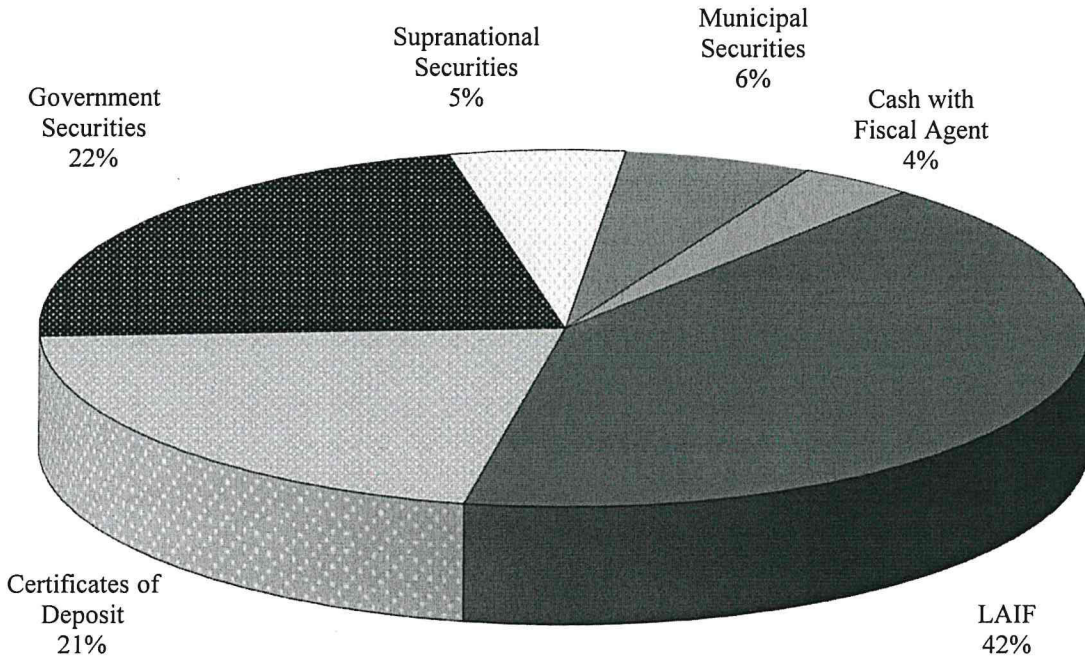
Approved by: Geré Sibbach  
Geré Sibbach - City Treasurer



**City of Atascadero  
Investments by Type  
June 2022**

ITEM NUMBER:  
DATE:

A-3  
09/27/22

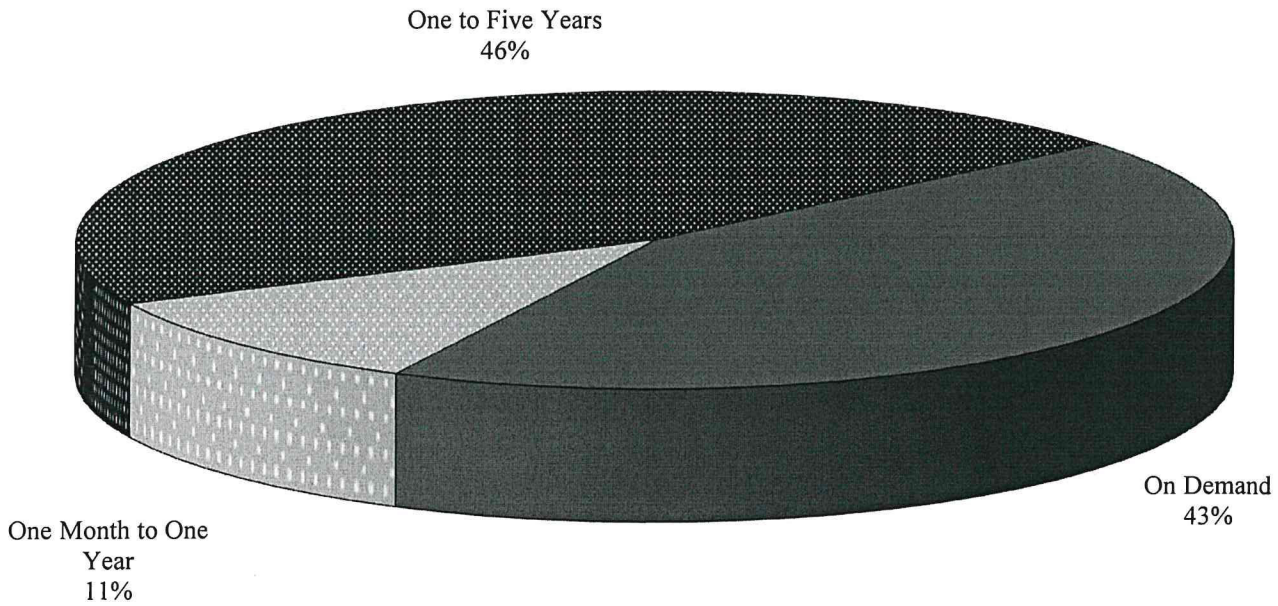


<u>Investment</u>	<u>June 2022</u>
LAIF	\$ 27,068,192
Certificates of Deposit	13,675,000
Government Securities	14,285,959
Supranational Securities	3,499,396
Municipal Securities	3,744,170
Cash with Fiscal Agent	2,257,908
	<u>\$ 64,530,625</u>

**City of Atascadero**  
**Investments by Maturity \***  
**June 2022**

ITEM NUMBER:  
DATE:

A-3  
09/27/22



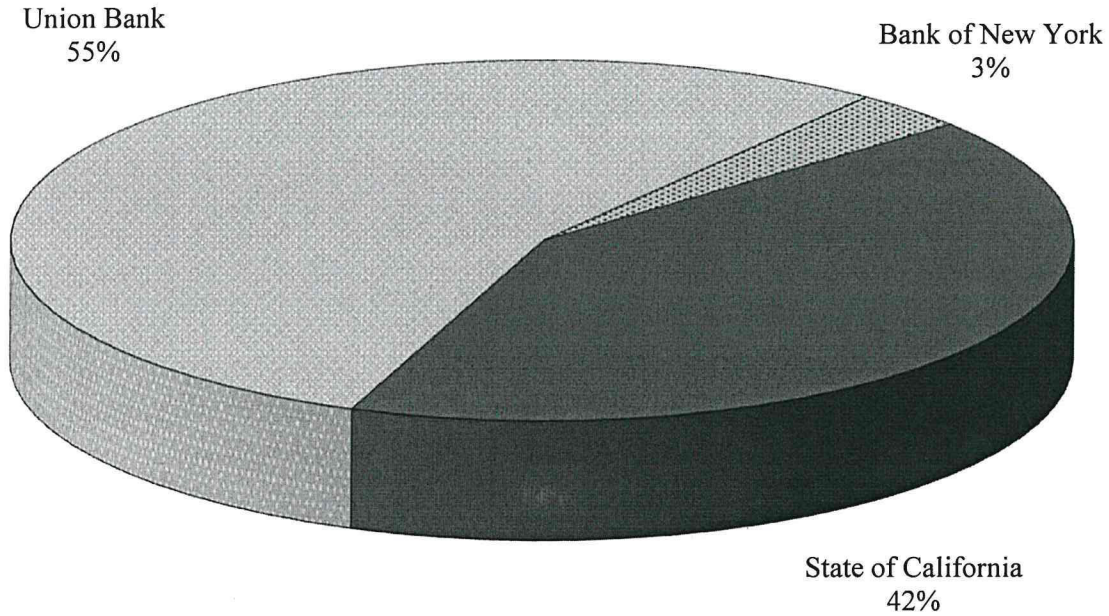
<u>Investment</u>	<u>June 2022</u>
On Demand	\$ 27,068,192
One Month to One Year	6,605,053
One to Five Years	<u>28,599,472</u>
	<u>\$ 62,272,717</u>

\* 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 2022**

ITEM NUMBER:  
DATE:

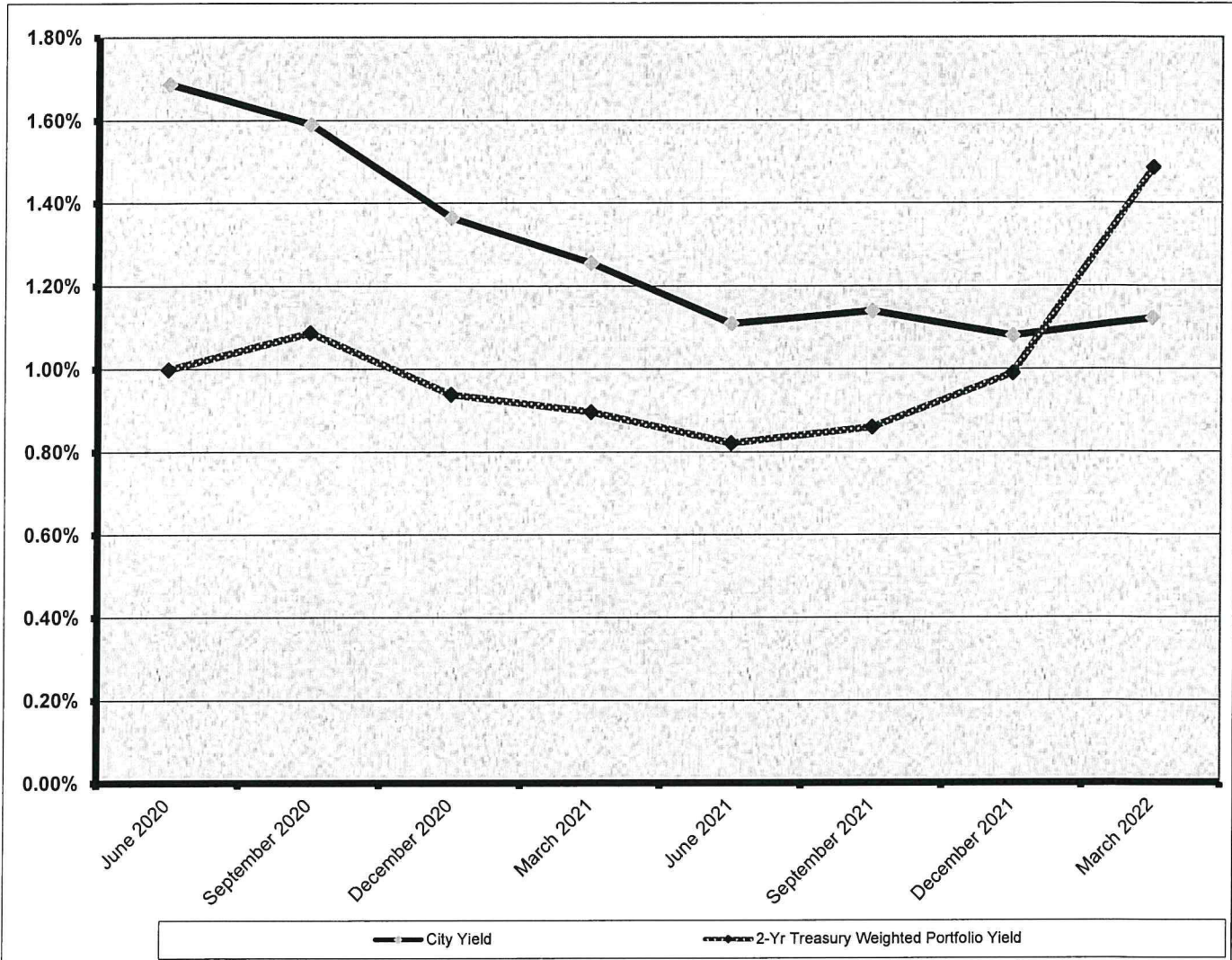
A-3  
09/27/22



<u>Custodial Agent</u>	<u>June 2022</u>
State of California	\$ 27,068,192
Union Bank	35,204,524
Bank of New York	<u>2,257,908</u>
	<u>\$ 64,530,625</u>



**City of Atascadero**  
**Investment Yield vs. 2-Year Treasury Yield**  
**For the Quarter Ended June 30, 2022**



	<u>City Yield</u>	<u>2-Yr Treasury Weighted Portfolio Yield</u>
June 2020	1.69%	1.00%
September 2020	1.59%	1.09%
December 2020	1.36%	0.94%
March 2021	1.26%	0.90%
June 2021	1.11%	0.82%
September 2021	1.14%	0.86%
December 2021	1.08%	0.99%
March 2022	1.12%	1.49%
June 2022	1.36%	2.05%





# ***Atascadero City Council***

## ***Staff Report – Community Development Department***

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### **Ordinance Adopting Standards for the Implementation of SB 9: Urban Dwelling Units and Urban Lot Splits**

#### **RECOMMENDATION:**

Council:

1. Adopt, on second reading, by title only, Draft Ordinance A amending Title 9: Planning and Zoning, to add Chapter 18: Urban Dwelling Units; and
2. Adopt, on second reading, by title only, Draft Ordinance B amending Title 11: Subdivisions, establishing standards for Urban Lot Splits.

#### **DISCUSSION:**

On September 16, 2021 the Governor signed Senate Bill 9 (SB 9) into law in an effort to streamline the development of housing to allow up to two primary dwelling units on many existing single-family zoned properties and allowing lot splits on existing single-family zoned sites with approval at the staff level. The government code grants the City the authority to deny applications pursued in accordance with these government code sections based on health and safety issues or significant impacts on the physical environment. The law also allows cities to apply objective standards associated with the construction of new units or the design of the subdivision.

At the September 13, 2022 City Council meeting, the attached Draft Ordinances were introduced, approving a new Chapter 18 to Title 9 and amending Title 11 (Subdivision Ordinance) related to SB 9 and implementing Urban Lot Splits (ULSs) and Urban Dwelling Units (UDUs) into the Atascadero Municipal Code. Minor changes were made to Draft Ordinance A as follows, and are included in the attached Ordinances for adoption:

1. Allow for an exception and analysis in determining feasibility for the potential to allow Urban Dwelling Units on sites that are at least 0.75 acres gross; and
2. Allow attached garages to be up to 300 square-feet, or 500 square-feet if below or above a UDU.

The attached ordinances will enact State law with a number of provisions that are directly related to unique characteristics of Atascadero and address the health, safety, and

wellbeing of existing and future residents. The proposed code will guide logical, sustainable development within the City that is responsive to local conditions while respecting State policies.

### **FISCAL IMPACT:**

According to prior fiscal studies, in general, revenue from new residential development including property tax revenue, vehicle licensing fees, sales tax, and other revenues are insufficient to cover the costs of providing services (police, fire, parks, recreation and other general government services) to residents living in the new residential development. The lower the value of the residential development, the less revenue it generates to provide needed City services. Similar to other housing developed in the City, it is expected that this State-required action will have a significant negative fiscal impact on the City, since the new units provided under SB 9 will be below the average unit size and value of a typical single-family residence in the City.

For any applications submitted pursuant to this law, standard development impact fees will be charged. The State recognizes that this law imposes an unfunded State-mandated local program.

### **ATTACHMENTS:**

1. Draft Ordinance A – Title 9, Chapter 18
2. Draft Ordinance B – Title 11 Updates

**DRAFT ORDINANCE A**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
ATASCADERO, CALIFORNIA, AMENDING TITLE 9, PLANNING AND  
ZONING, TO ADD CHAPTER 18, URBAN DWELLING UNITS, TO THE  
ATASCADERO MUNICIPAL CODE**

**URBAN DWELLING UNITS  
(ZCH21-0006B)**

**WHEREAS**, the City of Atascadero is considering Zoning Text Change Amendments to Title 9 of the Atascadero Municipal Code to accommodate Senate Bill 9; and

**WHEREAS**, the State of California has adopted Government Code Section 65852.21 which mandates that cities update and adopt standards and requirements related to urban dwelling units (UDUs); and

**WHEREAS**, the City recognizes opportunities to implement policies and programs of the Atascadero General Plan Housing Element providing for, and regulating, expanded housing opportunities for all persons within the community; and

**WHEREAS**, state law allows cities to designate requirements for UDUs based on health and safety standards, such as the adequacy of water and sewer services and the impact of accessory dwelling units on traffic flow and public safety; and

**WHEREAS**, large portions of the City of Atascadero where residential uses are permitted do not have access to City sewer and are served by private individual onsite wastewater treatment systems; and

**WHEREAS**, an overconcentration of nitrogen can occur where the density of onsite wastewater facilities exceeds a density of 1 system per half acre; and

**WHEREAS**, an overconcentration of nitrogen can degrade water quality and impact the natural environment; and

**WHEREAS**, the City has a responsibility to ensure that groundwater quality is not degraded by an overconcentration of nitrogen to ensure safe drinking water for the community both from the municipal water supplier and private individual wells; and

**WHEREAS**, portions of the City of Atascadero are within heightened fire severity zones where adequate access is required to ensure the safety of residents and allow for evacuation of neighborhoods; and

**WHEREAS**, the California Code of Regulations sets forth standards for minimum access requirements from residential neighborhoods; and

**WHEREAS**, the City has an obligation to enforce the California Code of Regulations, 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 Planning and Zoning Text Change application was held by the Planning Commission of the City of Atascadero on August 2, 2022, at which hearing evidence, oral and documentary, was admitted on behalf of said Planning and Zoning Text Amendments; and

**WHEREAS**, the Planning Commission has determined that it is in the best interest of the City to enact these amendments to Title 9, Planning and Zoning, of the Atascadero Municipal Code for consistency with State law and to maintain a clear and legible set of Zoning Regulations that is easily interpreted by the public and staff; 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 on September 13, 2022, 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 studied the Planning Commission's recommendation 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 September 13, 2022, resolved to introduce, for first reading, by title only, an Ordinance that would add Chapter 18 to Title 9 related to Urban Dwelling Units, 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 Zone Text Amendment:

1. **FINDING:** 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 zoning code text updates an existing chapter for consistency with State law. The updates are consistent with the City’s recently adopted Housing Element and are intended to implement Government Code Section 65852.21.

2. FINDING: 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 contains provisions that address the unique characteristics of Atascadero and provide for safe and orderly development of Urban Dwelling Units consistent with State law.

3. FINDING: The Text Change will not, in itself, result in significant environmental impacts.

- B. FACT: This particular zoning text amendment is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 21080.17 and CEQA Section 15282(h) because CEQA does not apply to the adoption of an ordinance designed to adopt amendments consistent with the provisions of Government Code Section 65852.2, which governs both Accessory Dwelling Units and Urban Dwelling Units. Findings related to Urban Dwelling Units

1. FINDING: The limitations on location of areas appropriate for urban dwelling units are based on health and safety concerns related to water quality and the California Code of Regulations Section 1273.08.

FACT: The City conducted a nitrogen loading analysis to determine locations where ADUs could be constructed without degrading water quality and creating unsafe drinking or environmental water conditions. Standards have been included only where necessary to ensure water quality. In addition, standards also include consistency with additional State laws including the California Code of Regulations Section 1273.08

**SECTION 4. CEQA.** This Ordinance is exempt from the California Environmental Quality Act (CEQA), Public resources Code Section 21000 et seq., because the adoption of an ordinance regarding second units in a single-family or multifamily residential zone by a city or county to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code as set forth in Section 21080.17 of the Public Resources Code is a statutorily exempt activity.

**SECTION 5. Approval.** Title 9 (Planning and Zoning) of the Atascadero Municipal Code is amended to add Chapter 18, Urban Dwelling Units, 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 September 13, 2022, 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

## Chapter 18

**Urban Dwelling Units.** The following sections establish standards for the development of Urban Dwellings Units (UDUs) consistent with Section 65852.21 of the Government Code. Urban Dwelling units that comply with this chapter are considered not to exceed the density limits prescribed within this title for residential zoning districts.

9-18.010	Purpose
9-18.020	Definitions
9-18.030	General Requirements
9-18.040	Applicability
9-18.050	Development Standards
9-18.060	Development Fees

### **9-18.010 Purpose.**

- (a) The purpose of this chapter is to prescribe development and site regulations that apply, except where specifically stated, to Urban Dwelling Units (UDUs). This chapter is intended to implement Government Code Section 65852.21, as amended from time to time. Implementation of this section is meant to expand housing opportunities by increasing the number of smaller units available within existing neighborhoods while meeting statewide housing goals and responding to wildfire and wastewater constraints.
- (b) The City recognizes opportunities to implement policies and programs of the Atascadero General Plan housing element providing for, and regulating, expanded housing opportunities for all persons within the community.
- (c) Implementation of this chapter is meant to expand housing opportunities for very-low, low and moderate-income and/or elderly households by increasing the number of affordable by design and rental units available within existing neighborhoods.

### **9-18.020 Definitions.**

As used in this chapter:

**Accessory Dwelling Unit (ADU).** ADUs are defined by Government Code Section 65852.2 to mean an attached or detached residential dwelling unit that provides complete independent living facilities for one or more persons. ADUs shall include permanent provisions for living, sleeping, eating, cooking, and shall have a bathroom, and shall be located on the same parcel as the single-family or multifamily dwelling per the standards set forth in this section. An Accessory Dwelling Unit also includes an efficiency unit as defined in Section 17958.1 of the

Health and Safety Code and a manufactured home as set forth in Section 18007 of the Health and Safety Code.

**Existing Structure.** For the purposes of this chapter and implementation of Gov't Code Section 65852.21, an existing accessory structure or existing primary structure is defined as a structure, or the confines of a structure, that has received a passed final inspection prior to January 1, 2020.

**Guesthouse.** Guesthouses are defined as residential occupancy construction (R) structures permitted prior to 2004 with a full bathroom, partial kitchen, and are the same as a residential dwelling unit for the purposes of defining use and calculating fees.

**Individual Property Owner.** A natural person holding fee title individually or jointly in the person's own name or a beneficiary of a trust that holds fee title. This does not include any corporation or corporate person of any kind (partnership, limited partnership, limited liability company, C corporation, S corporation, etc.) except for a community land trust (as defined by Revenue and Taxation Code Section 402.1(a)(11)(C)(ii)) or a qualified non-profit corporation (as defined by Revenue and Taxation Code Section 214.15).

**Junior Accessory Dwelling Unit (JADU).** JADUs are defined by Government Code Section 65852.2 to mean a residential dwelling unit internal to an existing or new primary dwelling unit that provides complete independent living facilities for one or more persons. JADUs shall include permanent provisions for living and shall be located on the same parcel and within the same structure as the single-family dwelling. A Junior Accessory Dwelling Unit also includes an efficiency unit as defined in Section 17958.1 of the Health and Safety Code.

**Primary Dwelling Unit.** A primary dwelling unit (primary unit) is a principal or urban dwelling unit.

**Principal Dwelling Unit.** An existing or new proposed dwelling unit on a residential zoned legal lot of record permitted as allowed by the City's zoning and allowed density of the parcel and not constructed under the provisions for Chapter 5 or Chapter 18 of this title. Any additional existing units above the base residential density shall be considered an ADU or UDU. New units built as part of an SB9 lot split shall not be considered a principal dwelling unit if a principal unit already exists on the parent parcel or new parcel that is created from the lot split.

**Residential Single-Family Property.** A property zoned for single-family development with a base density of one dwelling unit per parcel.



**Short-Term Rental:** Short term rentals (vacation rental) shall be defined as rental units with stays of 30 consecutive calendar days or less per individual or party.

**Urban Dwelling Unit (UDU).** A primary dwelling unit established or proposed to be developed in accordance with the standards, procedures, and requirements set forth under Government Code section 65852.21 and this chapter, either as a primary or second primary unit on a parcel.

**Urbanized Area (UA).** An urbanized area is a census boundary designated by the US Census Bureau.

**Urban Lot Split.** A lot split that divides one single family parcel into two lots consistent with Government Code section 65852.21 and consistent with Title 11.

### **9-18.030: General Requirements**

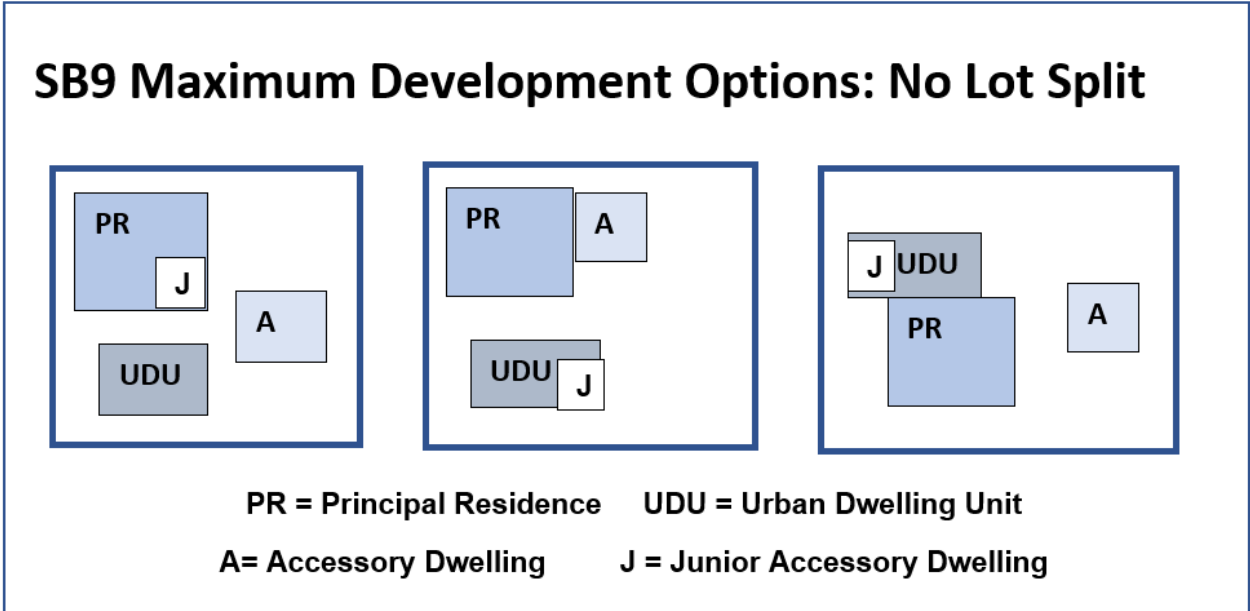
- (a) **Building Permit Required.** A building permit application shall be required for the construction, occupancy or conversion of any UDU.
- (b) **Ministerial Review Process.** An application for development of a UDU will be reviewed as a ministerial permit, without discretionary review or a hearing, if it meets all the requirements set forth in this section, and after payment of all applicable fees.
- (c) **Water Service.** All UDUs shall be served by a public water system
- (d) **Wastewater Service.** To avoid health and safety impacts to ground water quality and nitrogen loading, UDUs shall be served by the City sanitary sewer system when located on lots with a gross area less than one (1) acre, except when:
  - (1) The parcel is 0.75 ~~0.5~~ gross acres or greater and all of the following criteria can be met:
    - i. it can be demonstrated that all properties within a ¼ mile radius are of sufficient size, considering possible future lot splits and full development potential, to provide a minimum density of at least 0.5 acres per unit within the ¼ mile radius.
    - ii. It shall be demonstrated that a new or expanded onsite wastewater disposal system can accommodate the additional unit while meeting requirements of the City's Local Area Management Plan (LAMP).
  - (2) UDUs that do not meet the above requirements and do not have the ability to connect to City sewer must be served by an on-site wastewater system that includes pre-treatment and shall be subject to the approval of the City Engineer and must be approved and constructed in accordance with the City's LAMP standards
- (e) The maximum amount of paving for parking and access for any principal, primary, accessory, and junior accessory unit in a front setback area is limited to fifty percent (50%) of the front yard setback area.

- (f) Design. The design of an UDU shall be consistent with any objective design standards listed in this chapter.
- (g) Short-term vacation rental prohibited. UDUs shall not be rented for terms of 30 days or less.
- (h) Illegal Unit. The construction, establishment, or occupancy of an Urban Dwelling Unit that has not received a valid construction permit and is contrary to the provisions of this chapter is declared to be unlawful and shall constitute a misdemeanor and a public nuisance.
- (i) Deed Notification Required. Prior to issuance of a building permit for the UDU, the Individual Property Owner shall submit to the City a deed covenant for recordation with the County Recorder in a form approved by the Community Development Director, which shall run with the land and include at a minimum the following provisions:
  - (1) A prohibition on the sale of the UDU separate from the sale of the principal dwelling unit, unless a subsequent lot split is approved and recorded.
  - (2) A restriction on the size and attributes of the UDU that conforms with this Section
  - (3) A prohibition on using the UDU as a short-term rental.
  - (4) Owner occupancy requirements
  - (5) A statement that the restrictions shall be binding upon any successor owner of the property and that failure to comply with the restrictions shall result in legal action against the owner.

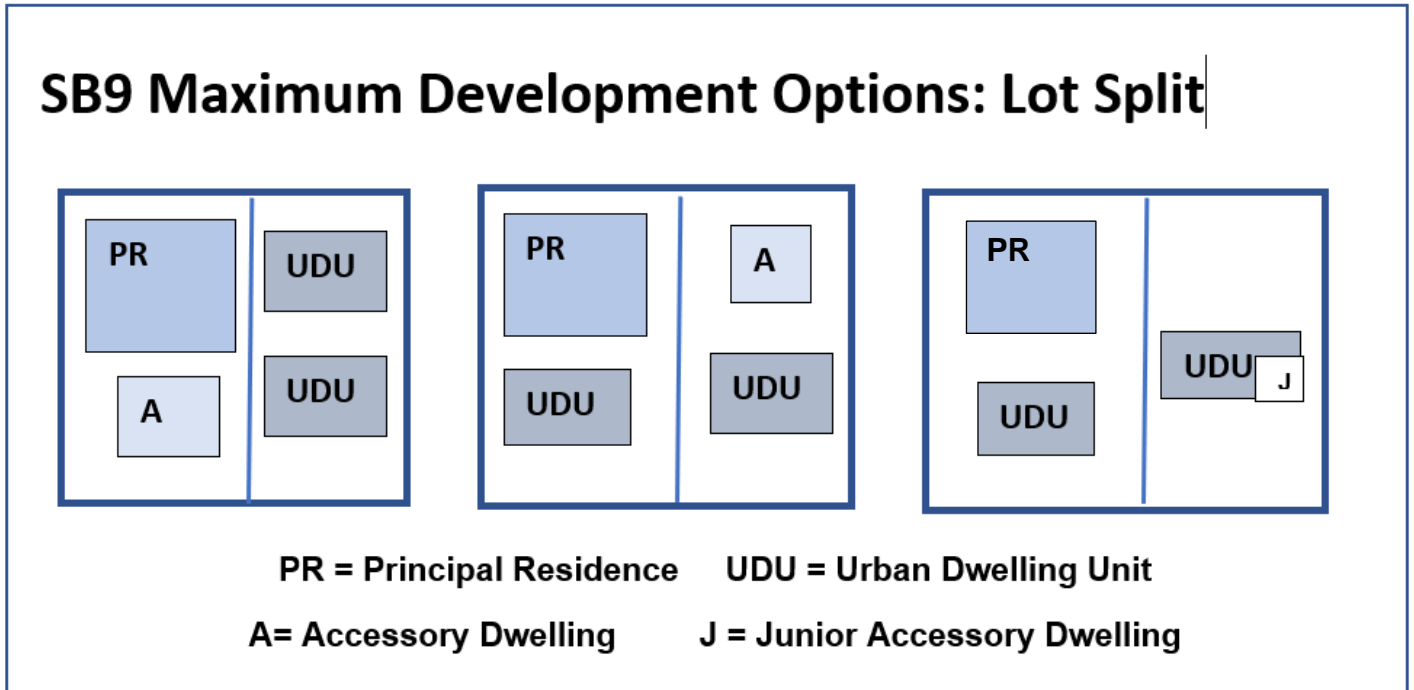
### **9-18.040 Applicability**

- (a) Location Requirements. An application for development of an Urban Dwelling unit must meet all the following location requirements:
  - (1) The subject parcel must be located in an area zoned for residential single-family use and be within or partially within the Urbanized Area, as designated by the US Census Bureau.
  - (2) The subject parcel must not be located in an area designated in Government Code sections 65913.4(a)(6)(B) through (K). This includes, but is not limited to, certain farmland, wetlands, hazardous waste sites, earthquake fault zones, special flood hazard areas, regulatory floodways, lands identified for conservation, on a site with a historic resource, and within or adjacent to habitats for protected species.
  - (3) Number of UDUs.
    - i. No more than two primary dwelling units may be developed on any parcel; and

- ii. Pursuant to the authority provided by section 65852.21(f) of the Government Code, no Urban Dwelling Unit shall be permitted on any lot in a single-family zoning district if: 1) an Urban Lot Split has been approved pursuant to Title 11; and 2) two units (Principal Dwelling Unit, UDU, ADU, or JADU) have already been approved for construction on either resulting lot; and
- iii. The maximum development of any dwelling units is shown below if no Urban Lot Split has been recorded:



- iv. The maximum development of any dwelling units is shown below if an Urban Lot Split has been recorded:



- v. If multiple units exist on a site that were constructed prior to designation as an accessory, junior accessory, or Urban Dwelling Unit, those units must be designated as one of the permitted housing unit types prior to further development of the property.

- (4) UDUs and Urban Lot Splits shall not be allowed in Planned Developments.
- (5) No UDUs shall be allowed inconsistent with the California Code of Regulations Section 1273.08

**9-18.050 Development Standards.** Standards for the development of UDUs shall be governed by this Chapter. Each UDU shall be subject to compliance with the California Building Code and the following standards:

- (a) Limitation on Demolition and Alterations. A proposed Urban Dwelling Unit must not involve demolition or alteration of:

- (1) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.
  - (2) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.
  - (3) Housing that has been occupied by a tenant in the last three years.
  - (4) More than 25% of the existing exterior structural walls, unless the housing has not been occupied by tenants within the last three years.
- (b) Limitation on Parcels Withdrawn from Rental Market. A proposed Urban Dwelling Unit must not involve property withdrawn from rental market pursuant to GC §7060 and following, within 15 years before the date that the development proponent submits an application.
- (c) Development Standards. A proposed Urban Dwelling Unit must comply with the following development standards:
- (1) Maximum Size. The maximum size of UDUs shall be as follows:
    - i. The maximum size of a proposed Urban Dwelling Unit must not exceed 1,000 square feet in floor area.
    - ii. Any dwelling unit other than the principal dwelling unit, that was established on the lot prior to the submittal of a complete application for a development pursuant to this chapter may not be altered or expanded to a size greater than 1,000 square-feet, exclusive of any attached garage, storage space, or enclosed porch. No additional unconditioned space can be added if greater than the maximum allowances described in section (7) below. If existing units exceed the maximum size thresholds, no expansion or additions shall occur.
  - (2) Setbacks. Minimum setbacks shall be as follows:
    - i. Primary street frontage: 25-feet.
    - ii. Secondary street frontage: 12.5-feet.
    - iii. Corner street frontage: 10-feet.
    - iv. Access way (flag or easement): 10-feet.
    - v. Side: 5-feet unless the unit is 16-feet or less in height, then the setback shall be reduced to 4-feet
    - vi. Rear: 10-feet unless the unit is 16-feet or less in height, then the setback shall be reduced to 4-feet
    - vii. No minimum setback is required for the conversion of an existing permitted structure or a structure constructed in the same location and to the same dimensions as an existing permitted structure.

- (4) Height. All UDUs shall comply with the height limitations of the underlying zoning district except all units that are closer than 10-feet to the rear property line or 5-feet from a side property line shall be a maximum of 16-feet.
- (5) Parking. There must be at least one off-street parking space per proposed Urban Dwelling Unit unless specifically exempted by state law. If required parking spaces are eliminated as part of the construction of the UDU, replacement parking shall be required.
- (6) Open Space. Private open space shall be provided for each residential unit at a ratio of three hundred (300) square feet for each unit that provides 2 or less bedrooms. Each bedroom in excess of two (2) shall require an increase of private open space by fifty (50) square feet. The required front yard setback area shall not be used to satisfy the open space requirement; however, side and rear setback areas, decks, and patios may be utilized. The minimum length and width of the private open space area shall not be less than ten (10) feet.
- (7) Unconditioned Spaces. A garage or other unconditioned space may be attached to a UDU providing any attached space with a non-R occupancy shall be limited to ~~250~~300 square-feet, except as follows:
  - i. Any non-R occupancy space may be up to ~~450~~500 square feet if it is on a different level than the UDU and used for vehicle parking and the entirety of the UDU is located on a different floor with the exception of an entry and stairs.
  - ii. If an existing accessory structure is converted to an ADU and the size of the unconditioned space exceeds the maximum limit, the existing space can remain but may not be expanded.
- (8) Second Story. Two (2) story units built in accordance with Urban Dwelling Unit standards shall have a second floor that is limited to seventy-five percent (75%) of the gross area of the first floor inclusive of any attached garage.
- (9) Architectural Features: Use of at least five (5) of the following architectural features on all street facing elevations, and at least three (3) of the following architectural features on all interior and rear yard elevations, as appropriate for the building type and style, is required.
  - i. Dormers;
  - ii. Gable roof form;
  - iii. Recessed entries (at least 3 feet);
  - iv. Covered porch entries with a minimum projection of 6-feet;
  - v. Cupolas or towers;
  - vi. Pillars or posts;
  - vii. Eaves (minimum 12-inch projection);

- viii. Off-sets in building face (minimum 16 inches);
  - ix. Window trim;
  - x. Bay or oriel windows;
  - xi. Balconies;
  - xii. A minimum of 2 decorative patterns on exterior finishes (e.g., scales/shingles, wainscoting, board and batten, and similar features); and
  - xiii. Decorative cornices and roof lines (e.g., for flat roofs).
- (10) Lot Coverage. Lot coverage of all primary dwelling units shall not exceed forty percent (40%) of the net lot area.
- (11) Storage and Laundry. Each unit shall include the following:
- i. Three hundred (300) cubic feet of shelved storage area. (Bedroom and entry/coat closets shall not count toward this requirement);
  - ii. Dedicated space for laundry facilities with hookups.
- (12) Undergrounding of Utilities. All new utilities shall be installed underground, per Title 8.
- (13) Driveways. Where the street frontage of a lot is 80 feet or less, all units on the lot shall share the same drive approach and driveway.
- (d) Frontage Improvements. All required frontage improvements shall be completed prior to, or concurrently with, the building permit for an Urban Dwelling Unit
- (e) Denial Based Upon Adverse Impacts. The City will deny a proposed Urban Dwelling Unit if the Building Official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.
- (f) Election of development standards. If necessary, objective zoning, subdivision, or design standards will be set aside for the construction of new units in the following order until the site can contain two 1,000 square foot units:
- (1) Lot Coverage
  - (2) Second Floor Area limitations
  - (3) Storage and Laundry
  - (4) Architectural Features
  - (5) Private open space

- (6) Setbacks to the degree allowed by State law
- (7) Shared Driveway requirements

**9-18.060 Development Fees**

- (a) Urban Dwelling Units shall be subject to single-family impact fees, and all other development and utility connection fees, adopted and in effect at the time of permit application.



**DRAFT ORDINANCE B**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
ATASCADERO, CALIFORNIA, AMENDING TITLE 11, SUBDIVISIONS,  
RELATED TO URBAN LOT SPLITS**

**ZONING CODE UPDATE  
(ZCH21-0006B)**

**WHEREAS**, the City of Atascadero is considering Text Amendments to Title 11 of the Atascadero Municipal Code to accommodate Senate Bill 9; and

**WHEREAS**, the State of California has adopted Government Code Sections 65852.21 and 66411.7 which mandates that cities update and adopt standards and requirements related to urban dwelling units (UDUs) and urban subdivisions; and

**WHEREAS**, the City recognizes opportunities to implement policies and programs of the Atascadero General Plan Housing Element providing for, and regulating, expanded housing opportunities for all persons within the community, 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 Municipal Code text amendments was held by the Planning Commission of the City of Atascadero on August 2, 2022, at which hearing evidence, oral and documentary, was admitted on behalf of said amendments; and

**WHEREAS**, the Planning Commission has determined that it is in the best interest of the City to enact amendments to Title 11, Subdivisions, of the Atascadero Municipal Code for consistency with the General Plan and new state laws related to urban subdivisions and to maintain a clear and legible set of Subdivision Regulations that is easily interpreted by the public and staff; and

**WHEREAS**, a timely and properly noticed Public Hearing upon the Municipal Code text amendments was held by the City Council of the City of Atascadero on September 13, 2022. at which hearing evidence, oral and documentary, was admitted on behalf of said amendments; and

**WHEREAS**, the City Council of the City of Atascadero studied the Planning Commission's recommendation and considered the proposed 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 September 13, 2022, resolved to introduce for first reading, by title only, an Ordinance that would amend Title 11 of the Atascadero Municipal Code, 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 Subdivision Code Amendment:

1. **FINDING:** The amendments to Title 11 comply with all provisions of California Government Code Section 65913.2.

**FACT:** The proposed code updates are consistent with the provisions and intentions of Government Code Section 65913.2 related to fair housing practices.

2. **FINDING:** The proposed amendments are not more restrictive than the regulations included in the Subdivision Map Act for subdivisions requiring a tentative and final map.

**FACT:** The proposed amendments are consistent with newly adopted State law governing Urban Subdivisions and do not add restrictions above and beyond those specifically allowed by State law to ensue public health, safety, and welfare.

3. **FINDING:** Per Subdivision Map Act Section 66412.3, the amendments consider the housing needs of the region while balancing against the public service needs of residents and the available fiscal and environmental resources.

**FACT:** The proposed amendments implement new State law (California Government code Section 66411.7: Urban Lot Splits) and include provisions the increase housing while maintaining public health and safety. Additional units not anticipated in the General Plan or City budget will impact City services and fiscal health, however, the newly adopted State law is recognized as an unfunded mandate.

4. **FINDING:** The amendments are consistent with State law and enacts Government Code Section 66411.7: Urban Lot Splits.

**FACT:** The proposed amendments implement new State law (California Government code Section 66411.7: Urban Lot Splits) and include provisions the increase housing while maintaining public health and safety.

**SECTION 4. CEQA.** This Ordinance is exempt from the California Environmental Quality Act (CEQA), Public resources Code Section 21000 et seq., because the adoption of an ordinance regarding second units in a single-family or multifamily residential zone by a city or county to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code as set forth in Section 21080.17 of the Public Resources Code is a statutorily exempt activity.

**SECTION 5. Approval.** Title 11 (Subdivisions) of the Atascadero Municipal Code, 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.

**ITEM NUMBER:** A-4  
**DATE:** 09/27/22  
**ATTACHMENT:** 2

**INTRODUCED** at a regular meeting of the City Council held on September 13, 2022, 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

**11-6.24 Minimum lot sizes.**

Minimum lot sizes shall be as established in the zoning ordinance for the underlying zoning district for which a subdivision or other action pursuant to this title is proposed, or as permitted as an urban subdivision consistent with Government Code 66411.7 and AMC 11-6.27.

***(The following section is a new addition to the Municipal Code)***

**11-6.27: Urban subdivisions.** *An urban subdivision, or urban lot split is the division of one single family zoned residential parcel into two lots, consistent with the Government Code 66411.7 and this code.*

(a) Ministerial Review Process. An urban lot split parcel map application will be reviewed ministerially, without discretionary review or a hearing, if it meets all the requirements set forth in this section and in accordance with the procedures set forth in Chapter 11-14 of this code.

(b) Location Requirements. An urban lot split parcel map application must meet all the following location requirements:

- (1) The subject parcel must be located in an area zoned for single-family use, owned by an Individual Property Owner (as defined in Title 9, Chapter 18) and be within or partially within the Urbanized Area, as designated by the US Census Bureau.
- (2) The subject parcel must not be located in an area designated in Government Code sections 65913.4(a)(6)(B) through (K). This includes certain farmland, wetlands, very high fire hazard severity zones, hazardous waste sites, earthquake fault zones, special flood hazard areas, regulatory floodways, lands identified for conservation, and habitats for protected species.
- (3) The subject parcel must not be located within a historic district or property, as set forth in Government Code section 65852.21(a)(6).

(c) Limitation on Demolition and Alterations. A proposed urban lot split must not involve demolition or alteration of:

- (1) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.
- (2) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.
- (3) Housing that has been occupied by a tenant in the last three years.

(d) Limitation on Parcels Withdrawn from Rental Market. A proposed urban lot split must not involve property withdrawn from rental market under GC §7060 and following, within 15 years before the date that the development proponent submits an application.

(e) Development Standards. A proposed urban lot split must comply with the following development standards:

- (1) No more than two dwelling units may be developed on either resulting lot. Existing residential units, Accessory dwelling units (ADUs), and junior ADUs (JADUs) (ADU's and JADU's are defined in title 9, chapter 5) shall be included in the maximum number of units.
- (2) All UDUs must be consistent with the standards of Chapter 18 of Title 9.
- (3) All parcels proposing an urban lot split must comply with the following design standards:
  - (i) Lot lines shall be at the top of slope banks.
  - (ii) Side lot lines shall be perpendicular to the street on straight streets, or radial to the street on curved streets.
  - (iii) Lots with a ratio of depth to width greater than 3:1 shall not be permitted.
  - (iv) All new lots shall have a minimum primary frontage width of 40-feet, unless approved as a flag lot subdivision.
  - (v) Where the street frontage of a lot (or the combined street frontage of the two lots created through an urban lot split) is 80 feet or less, all units on the lot (or all units on both lots created through an urban lot split) shall share the same drive approach and driveway.
  - (vi) Flag lot subdivisions may be approved subject to the following:
    - A. The original lot shall have frontage on a dedicated street with a minimum width of at least 65 feet;
    - B. The accessway to the rear shall be at least twenty (20) feet wide (developed to City standards), except where the accessway is more than one hundred fifty (150) feet long, it shall be at least twenty-four (24) feet wide with twenty (20) feet of pavement.
    - C. The lot farthest from the street shall own the accessway in fee. Other lots using the accessway shall have an access and utility easement over it and a maintenance agreement shall be recorded with the final parcel map.
    - D. A reflectorized house number master sign shall be located at the intersection of the street and accessway and individual reflectorized address signs shall be placed on the right-hand side of the driveway to each individual lot.
- (4) All parcels with average slopes of 30% or greater must identify an accessible building envelope with a slope of 15% or less for the resulting vacant parcel.

(5) All utilities shall be separate for units residing on separate parcels. Multiple units on the same parcel may share utility connections unless prohibited by city code for residential uses.

(6) One street tree per 30-feet of primary frontage shall be installed.

(f) Denial Based Upon Adverse Impacts. The City will deny a proposed urban lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

(g) Any units constructed on a lot that was created by an urban lot split are subject to the standards and requirements of Title 9, Chapter 18 including, but not limited to, prohibition of short-term rentals, size limitations, and owner occupancy.

(h) Compliance with the Subdivision Map Act. Urban lot splits must conform to all applicable objective requirements of the Subdivision Map Act (Division 2 (commencing with Section 66410)), except as expressly provided in this section.

(i) Dedication and Frontage Improvements. A dedication of rights-of-way or the construction of offsite improvements for the parcels being created cannot be required as a condition of issuing a parcel map. All required frontage improvements shall be completed prior to or concurrently with a building permit for an urban dwelling unit on either resulting lot.

(j) Owner Occupancy. The applicant for an urban lot split must be an existing owner and occupant of the subject lot and must sign an affidavit stating that the applicant will occupy one of the housing units on site as their principal residence for a minimum of three years from the date of the approval of the urban lot split. This does not apply to an applicant that is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

(k) Residential Use Requirement. All uses allowed on a site subdivided as an urban lot split must be limited to residential uses. This does not apply to an applicant that is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

(l) Non-Conforming Zoning Conditions. Nonconforming zoning conditions are not required to be made conforming before approving an application.

(m) Prior Urban Lot Split. The parcel being subdivided may not have not been established through prior exercise of an urban lot split. In addition, neither the owner of the parcel being subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel may have used the urban lot split process as provided for in this section.

(n) Size Requirements. The urban lot split meets all of the following size requirements:

(1) Both newly created parcels must be no smaller than 1,200 square feet and must comply with the LAMP criteria for subdivisions for properties served by on-site wastewater systems;

(2) Both newly created parcels must be of approximately equal lot area, which for purposes of this paragraph means that one parcel may not be smaller than 40 percent of the lot area of the original parcel proposed for subdivision.

(o) Deed Covenant Required. Prior to recordation of any final map for an Urban Lot Split, a covenant shall be recorded that provides notification as necessary to describe the limitations of this chapter including, but not limited to, the following:

- (1) Notification that the parcel is subject to standards required by Government Code 66411.7 and this code, which may include, but are not limited to, size of residence, design standards, rental requirements, etc.
- (2) No unit on either property may be used as a short-term rental unit (stays 30-days or less).

(p) Appeals.

For the purposes of this chapter, decisions of the Community Development Director or Building Official to approve or deny an application may be appealed in compliance with section 9-1.111 of the Atascadero Municipal Code.

(q) Conflict.

If any section within this chapter conflicts with Government Code sections 65852.21 or 66411.7, then the Government Code sections will apply.





## ***Atascadero City Council***

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### ***Staff Report – City Manager’s Office***

#### **Contract for Animal Care and Control Services for Fiscal Years 2022 - 2025**

#### **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, 2022 to June 30, 2025, in the amount of \$368,054 for the first year, with annual adjustments based on the service levels provided to the City for each year thereafter.

#### **DISCUSSION:**

Like all cities in the County, the City of Atascadero has contracted with the County of San Luis Obispo for the provision of animal care and control services. Since 1993, services under the contract have included: 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.

The most recent contract extension with the County expired on June 30, 2022. 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, 2018 through June 30, 2021 the County responded to an average of 1,043 field service calls per year within the City of Atascadero and sheltered an average of 460 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 both the Animal Shelter Construction Agreement and the Contract for Animal Care and Services.

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 with 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 adopted by the City. An update to the County's ordinance is currently under review by all participating jurisdictions and, once finalized and adopted by the County, an updated City ordinance will be presented to the City Council for review and adoption. The updated City ordinance will include programs and restrictions aimed at reducing the number of community cats as previously directed by the City Council.

### **FISCAL IMPACT:**

The fiscal impact of approving this contract is \$368,054 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 continues to work with Animal Services in order to evaluate services and monitor intakes in the hopes that costs will decrease during the contract period as animal intakes and total animal nights are reduced.

### **ALTERNATIVES:**

1. Council could 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 contracted alternative. Many of the services are required by law. Therefore, staff does not recommend this alternative.
2. The Council could 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 reasonable. 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**, entered into by and between the County of San Luis Obispo, a public entity in the State of California, ("County") and, the City of 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  
885 Oklahoma Ave.  
San Luis Obispo, CA 93406

CITY  
Rachelle Rickard  
City Manager  
6500 Palma Ave.  
Atascadero, CA 93422

**IN WITNESS WHEREOF**, County and Contractor have executed this Contract on the day and year set forth below.

CITY OF ATASCADERO  
An Incorporated City in the State of California

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Rachelle Rickard, City Manager

ATTEST:

By: \_\_\_\_\_  
Lara Christensen, City Clerk

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

WADE HORTON  
Ex-Officio Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy Clerk

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Deputy County Counsel

**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, sick, 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.
- 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.
  - d) *Collaboration*: Participate collaboratively with the City in regards to matters impacting the provision of animal care and control services. County shall not append or modify the provisions of Title 9 of the San Luis Obispo County Code without having first consulted with the City.
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 Title 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.
  - d) *Collaboration*: Participate collaboratively with the County in regards to matters impacting the provision of animal care and control services.
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, procedural changes and ordinance development will happen in a collaborative manner, with all participating 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 twice yearly.

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 \$368,054 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, 2022, 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, 2022, 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 these 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, 2022.
  
- 3) Duration: The term of this Contract shall expire June 30, 2025, 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 forth 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  
885 Oklahoma  
San Luis Obispo, California 93406

Notices for City shall be addressed to:

Rachelle Rickard  
City Manager  
6500 Palma Ave  
Atascadero, CA, 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 receive benefits from any plan for hospital, surgical, or medical insurance, or be eligible 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.



# ***Atascadero City Council***

## ***Staff Report – Community Development Department***

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### **Objective Design Standards Project Update**

#### **RECOMMENDATION:**

Council provide staff direction on key Objective Design Standard policy items.

#### **BACKGROUND:**

The Objective Design Standards project will establish a set of quantifiable design criteria for multi-family residential projects, including mixed-use developments. Objective design and development standards are intended to make the requirements that apply to certain eligible residential projects predictable and clearly defined to streamline the process for decisionmakers, City staff, applicants, and members of the public. These standards can be applied to all new multi-unit residential and mixed-use projects and aim to identify the available development “envelope” or footprint as well as the massing, orientation, and articulation of the building within this envelope. The adoption of standards aims to respond to State law by making changes to the Zoning Ordinance (Title 9), to:

- **Develop objective standards:** Transform subjective context-based design criteria into objective design standards to help create clearer expectations for both developers and City decisionmakers.
- **Streamline review processes:** provide clearer and concise guidance to developers, thus streamlining the development of multi-family units.
- **Impress local influence:** Allow Atascadero to create tailored standards to ensure quality projects.

On July 12, 2022, Council received an overview of the Objective Design Standards project and provided direction to staff and the project consultant, MIG. Since that date, staff and the consultant have developed some preliminary objective design criteria for further discussion and direction.

#### **Relationship to State Laws:**

Several State housing laws rely upon objective standards as a way to streamline housing applications and reduce the window for discretionary review, which is seen as an obstacle to housing development.

- The Housing Accountability Act applies to housing projects with two or more residential units and states that a city cannot deny a project, reduce its density, or otherwise make a project infeasible when the project complies with objective standards. However, if lacking these standards, the City must approve such a project unless the project design creates specific adverse health or safety impacts and there is no feasible method to mitigate or avoid impacts. While a city may make suggestions using subjective criteria, it must approve the project even if the applicant refuses to make any changes.
- Under SB 35 (Government Code §65913.4), projects meeting **certain** requirements are eligible for a streamlined ministerial review process if they provide at least 50% of the proposed residential units as affordable to households at the low-income level (80% of Area Median Income [AMI]); All construction workers employed in the execution of the development must be paid at least the general **prevailing rate**; and
  - The project must meet all objective planning standards at the time of application submittal.

For the City of Atascadero, most housing projects will fall under the guidance of the Housing Accountability Act.

### **Where Would Objective Standards Apply?**

The establishment of objective standards would ensure the City has design criteria that can be applied to housing projects that fall under the Housing Accountability Act and SB 35. These new standards may be applied citywide or could differ based on location, zoning district, and/or project type. The primary focus of the standards is geared towards multifamily residential projects, whether those projects are within a residential zone or within a commercial zone as a mixed-use project. Differentiation by location, zoning, or type would allow varying standards such as height, lot coverage, parking, etc., to be applied to higher density project types, higher intensity commercial areas, and/or areas with greater transit opportunities as a way to support adjacent commercial uses within key nodes.

### **DISCUSSION:**

At the July 12, 2022 City Council hearing, staff presented the following discussion questions:

1. What design characteristics define multifamily housing and neighborhoods in Atascadero?
2. What are the three most important design elements you think are critical to ensuring exceptional, high-quality multifamily housing?
3. What other character-defining elements should we consider in addition to the following?

Given these questions, the following themes were discussed:

- Transitions
- Tradition

- Outdoor gathering spaces
- Pedestrian vitality in downtown
- Eclectic design
- Streamlined review

Based on this discussion, MIG and staff have identified key design criteria that influence neighborhood character and provide the building blocks of design related to the above discussion topics.

### **Building Blocks of Design:**

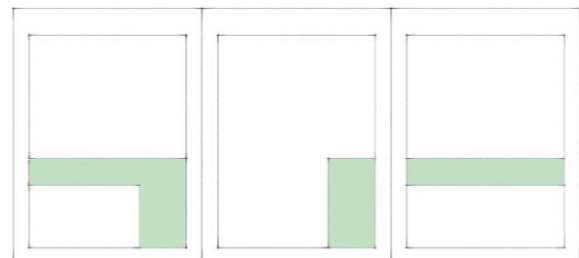
Key design criteria can influence the character and perceived intensity of development. Some standards work in concert to create a pleasing design aesthetic and other standards offer tradeoffs to achieve a design that functions while retaining opportunities for density, as required by code. Staff and the consultant team are seeking specific direction on of the following design features that could become a component of the Objective Design Standards:

1. **Open space**
2. **Parking**
3. **Building height**
4. **Building size/fractional density**
5. **Site planning and setbacks**
6. **Building façade design**

#### **1. Open Space:**

Indoor and outdoor open space is a key feature of any residential project. Three key factors: parking, building height, and open space work together (or against each other) to ultimately drive site design. Generally, a development cannot achieve adequate parking, low heights, and abundant open space while remaining economically feasible or maintaining required densities. As such, there are tradeoffs that must be considered when developing standards for these components.

#### **Open Space Requirements**



Common open space is open space shared by multiple tenants, such as a small picnic area, courtyard, parklet, rooftop deck, or pool, while private open space can be a small private patio, deck, balcony, or yard space utilized by an individual tenant. In some cases, common indoor area may even be considered open space, such as a recreation room. Open space can be comprised on hardscape, softscape, or a combination of both. While size can be a consideration to ensure usability and adequate space to recreate for residents, design features can be equally or more important when integrating these spaces into a development plan. If common open space is required to be large based on a flat ratio and consideration is not given to design or usability of other private or common outdoor spaces onsite, these standards can be a deterrent to development. Standards could consider project size, type, and location to account for varied needs and uses.



Current City code breaks standards into two categories based on project size, as follows:

- Projects with 4-7 units require that open space be provided at a ratio of 300 square-feet per unit and that this open space can be **either common** area or **private** space. Any private open space must be a minimum of 1,000 square-feet.
- Projects with 8 or more units are required to provide **common** open space at a ratio of 300 square-feet per unit and all areas must be a minimum of 1,000 square-feet to count toward this standard.

While current code does not discuss open space design criteria, it is staff's practice to include decks, porches, patios, and recognize indoor recreation spaces as well.

**Open Space Options to Consider:**

A. Project Size:

- a. Should open space requirements be different for smaller projects vs. larger projects?
- b. Should there be a greater emphasis on common open space vs. private open space for larger projects?
- c. Should active recreation areas be emphasized over passive spaces in larger projects?

B. Project Type:

- a. Should there be different standards for different product types? For example, an apartment style project may need more of a common space focus whereas townhomes or cottage units may utilize small yard areas or decks more effectively.

C. Project Location:

- a. Should a residential apartment or condominium in a commercial zone above commercial uses be a different product with reduced outdoor use area/open space?
- b. Should projects "adjacent" to existing parks have reduced requirements?
- c. Should high density development zones have different standards than lower density areas acknowledging that these projects generally have a different scale and feel?

D. Design Flexibility:

- a. Should we create standards that allow for both common and private open space areas to be combined to meet objectives?
- b. Should these standards vary based on project size, type, and/or location?

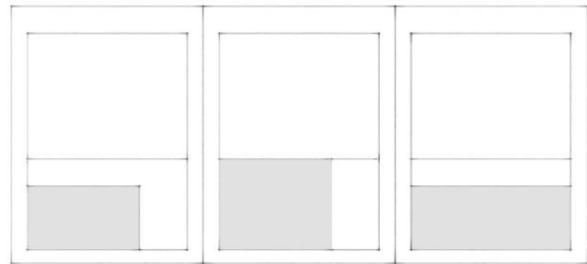
E. Indoor Spaces:

- a. Should common indoor space (e.g., recreation room, indoor pool) continue to count toward common open space requirement?
- b. Should we develop specific maximum ratios for these types of spaces? For example, should a mixed-use project be able to provide a higher ratio of indoor space vs an apartment project where more outdoor opportunities may be desirable.
- c. Should the ratios be different based on project type or location?

**2. Parking:**

One of the primary considerations that designers must consider when planning any development project is how much parking will be required. The circulation plan and required number of parking spaces generally “drives” the site design for projects based on minimum drive aisle and parking stall size, emergency access standards, and relationship to the street and onsite buildings. Greater parking requirements typically reduce the practical buildable area of the property.

**Parking Requirements**



As such, providing flexibility with this development standard can result in drastically different site plans and building product types. Parking, height, and open space are often tradeoffs so consideration should be given to these other design elements when determining priorities and acceptable project scale and greenspace. In any case, both the developer and the City have a desire for a project that is functional.

Atascadero faces fairly unique constraints in examining parking requirements, especially in residential areas due to the lack of on-street parking available and limited transit options. However, developers note that additional flexibility in standards, including parking standards, supports positive outcomes for development projects. The provision of parking is generally also constrained by development projects’ finance/underwriters, which will often require projects to include some degree of parking to improve their marketability.

Parking remains an important issue, and minor changes to existing parking standards may be beneficial to support higher quality site design with less visually prominent parking areas. In particular, areas around key commercial nodes where on-street parking and sidewalks are provided, in addition to greater transit opportunities and proximity to services, may support alternative parking standards. Alternatives could consider parking by unit rather than by bedroom or could view guest parking differently in areas with shared public or private parking opportunities.

**Existing Parking Standards:**

The table below summarizes current parking requirements for multifamily uses in Atascadero. These standards apply to multifamily zoned properties as well as downtown and other mixed-use developments.

<b>Residential Districts</b>	<b>Current Zoning Ordinance Parking Spaces Required</b>
Multifamily dwellings (including condominiums and other attached ownership dwellings)	1-bedroom unit: 1.5 spaces 2-bedroom unit: 2 spaces Each additional bedroom: 0.5 space Guest parking: 1 space per 5 units, or fraction thereof

**Private Garages vs. Grouped or Surface Parking:**

Another design consideration related to parking includes the location of parking on a given site. Generally, site design dominated by parking and garages creates a less desirable living environment with minimized opportunities for larger open space areas. Garages are also often used for other uses than originally intended, such as storage, limiting the practical number of parking spaces in a development project. Private garage parking attached to each unit can also increase the amount of paved area on a site by necessitating the need for vehicular access to each unit. This can detract from quality open space areas and create a less-community oriented project design.

**Parking Options for Consideration:**

Some parking considerations are listed below for consideration. Options could be applied by zoning district(s), location, project size, or a combination of factors.

- A. *Establish threshold (based on size for no requirement like commercial):* Small residential projects that include four or fewer units could be exempted from parking when located in areas with sufficient street parking or close to transit and services.
- B. *Incentivize consolidated parking/discourage private garages:* Code could be designed to encourage or require shared parking in a surface lot or a shared garage/carport instead of individual garage parking attached to each unit.
- C. *Design of parking areas:* Code could be designed to specify location and design of parking areas to ensure quality and aesthetics and respond to emergency access needs while enhancing open space opportunities. Revisions to parking requirements may also support higher quality site design and allow for more high-quality community-oriented design.
- D. *In-lieu fee ordinance for residential development within mixed-use areas (funding expansion of public parking areas):* In the future, as property values rise and surface lots are no longer viable, a residential development could provide in-lieu fees to the City to help fund the installation of public parking spaces while being exempted from supplying onsite parking. The land savings allows for a larger commercial project on the ground floor.
- E. *Parking reductions (guest parking, lower ratios):* The amount of required parking could be reduced for projects that meet particular thresholds or the overall parking ratio per unit could be lowered. Guest parking could be reduced or eliminated. In the downtown area, most new commercial uses do not require parking, which incentivizes new commercial opportunities to both locate in existing spaces and build new developments. Commercial patrons are expected to use surrounding public parking in public lots and on-street parking. For very small residential developments (for example, fewer than five units), the City could consider eliminating residential parking requirements allowing the developer to determine whether or not parking is necessary and if so, the appropriate number of parking spaces.

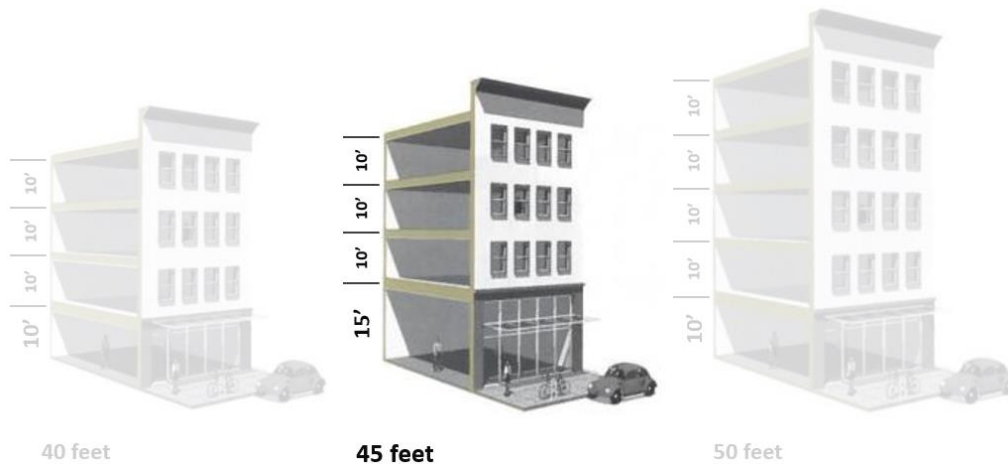
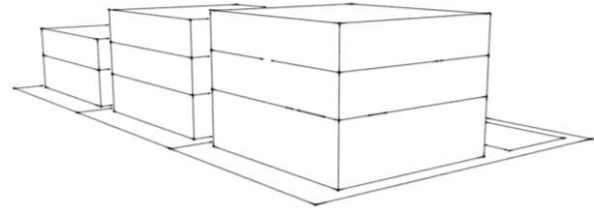
### 3. Building Height:

Building height is a key factor in site design. In order to provide adequate parking and quality open space, a tradeoff to increase building height is sometimes employed. This allows projects to retain economic feasibility while meeting identified City priorities.

Building height is affected by the height of each individual story. For mixed-use buildings, commercial space requires more height (generally 12 to 15 feet minimum) than residential uses (generally 10 feet minimum). In addition, to allow for variations in roof form and conceal rooftop mechanical equipment, allowances must be made for architectural features and screening.

Allowances can include general height increases, elimination of maximum number of stories while retaining maximum height, or allowances for roof forms and architectural features to provide options to flat, parapet style roofs, which are sometimes the result of overall height limitations.

#### Height Maximums



#### *Downtown*

In the DC zone, the height limit is 45 feet, and limited to three stories. In the DO zone (Hotel Park Area), the height limit is 35 feet but the number of stories is not regulated. Most communities regulate exclusively by height rather than number of stories since goals are tied to preservation of views or firefighting capability.

#### *Commercial Zones*

Commercial zones have a height limit of 35 feet, but do not specify the required number of stories. A five-foot height exception to allow a building to reach 40 feet can be allowed for non-habitable elements such as roof forms and architectural features with the approval of an Administrative Use Permit (AUP).

#### *Residential Zones*

Single-family residential zones (RS, RSF, LSF) have a height limit of 30 feet and two stories. The City's Multifamily Density Zone (RMF-10 and 24) has a height limit of 35 feet but does not regulate the number of stories.

**Existing Building Height Allowances:**

Zoning District	Max Height
Downtown Commercial (DC) <sup>1</sup>	Forty-five (45) feet not to exceed three (3) stories <sup>2</sup>
Downtown Office (DO)	Thirty-five (35) feet
Commercial Neighborhood (CN)	
Commercial Professional (CP)	
Commercial Retail (CR)	
Commercial Service (CS)	
RMF-10 – Medium Density Residential Multifamily	
RMF-24 – High Density Residential Multifamily	

The recently adopted 2020 Housing Element included a program to eliminate the height requirements based on the number of stories in the RMF zoning districts, as follows:

**Program 3.D: RMF Zone Height**

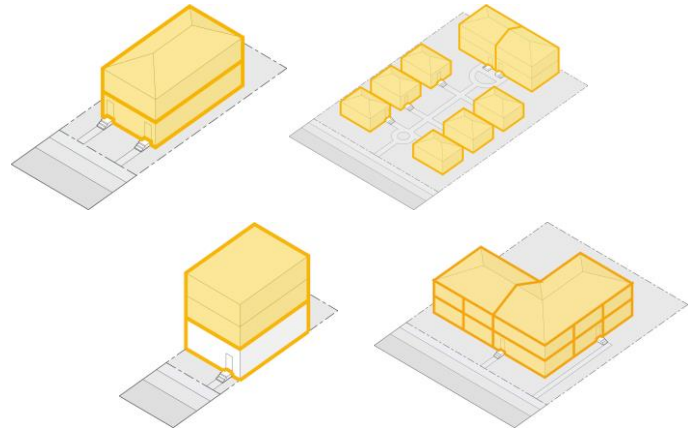
*Amend the Zoning Regulations to remove number of stories limit in the Residential Multi-Family (RMF) Zone and regulate based on height in feet, allowing for adequate emergency response and community character preservation. Amend Zoning Regulations definitions and exceptions to height limits, as appropriate, to facilitate three-story development in the RMF Zone.*

**Height Options for Consideration:**

- A. Consider the elimination of requirements to count building stories and rely solely on height.
- B. Require a 15-foot minimum second floor elevation for any new commercial or mixed-use buildings that will have office or residential units on upper floors to ensure quality, usable commercial space on the ground floor.
- C. Consider increases to downtown commercial zone height limits and allow for architectural projections to exceed 45-foot height limit. For example, the towers on the La Plaza building are currently over 60 feet in height and required a Planning Commission use permit.
- D. Consider increases to building height in multifamily zones (possible to target just high-density multifamily) for upper stories. This could include standards for greater setbacks for upper floors or away from property lines.
- E. Consider increases to building height at commercial nodes near major intersections and/or for multifamily developments adjacent to commercial zoning designations. (e.g., are there particular locations/nodes on El Camino that should be examined for additional height, such as expanding to 45 feet?)

#### **4. Building Size/Fractional Density:**

Two items that are interrelated to both design and land use are building mass and unit size. Size and massing can also be a component of density and affordability. At the July 12, 2022 City Council hearing, the topic of fractional density was introduced. Fractional Density is a method of utilizing unit size or bedroom count (assumed relation to unit size) to determine allowed density on a property. In the multifamily zones, there are two levels of allowed density: RMF-10



(Medium Density) allows for a density of up to 10 units per acre, while RMF-24 (High Density) allows for up to 24 units per acre. Each unit is a measure of density, regardless of size or number of bedrooms. Typically, developers are constrained by parking, open space, and lot coverage to moderate their unit size instead of density. In Atascadero, many multi-family properties are developed with a lower number of larger units instead of the maximum density based on marketability to a single-family or townhome market. In a fractional density scenario, multiple units may be built before reaching a single unit of density, or one unit may comprise more than one density unit allocation. This type of zoning or objective standard can be designed to favor smaller units (with attention to ensuring that larger units are not incentivized), thus maximizing density and, in some cases, helping to promote affordability within the multifamily districts and/or within commercial districts that allow for mixed-use. Fractional density may also encourage the redevelopment or infill of older multifamily sites by allowing additional smaller units to offset demolition or remodel costs.

Another strategy that can work independent from or in tandem with fractional density are limitations on average unit size throughout a development. Limiting average unit size will allow flexibility to provide larger units as long as smaller units are also incorporated to offset the square-footage. An average unit size could be applied to both or one of the multifamily zoning districts. As we look at transitions from single-family to multifamily to commercial, limitations may be best applied to higher density zones where a minimum density is established and higher unit count is required. Average size could be set at 800 square feet (generally a 2-bedroom unit) or 1,000 square feet (generally a 2-3-bedroom unit) with allowances to average unit sizes over the entirety of a development project. In any of these scenarios, it is important to consider the need for housing for both single persons and a family setting. The greatest need for affordability is often within housing for families and units with two or more bedrooms. However, even a 1,200 square-foot unit can readily accommodate a 3-bedroom unit along with ample living space.

#### **Unit Size Options for Consideration:**

- A. *Consider maximum average unit sizes for the High-Density multifamily district (RMF24) and/or mixed-use zones. Example could be 1,000 square feet. Similarly, this could be a straight maximum with no allowances for averages throughout a development project.*

B. Consider the use of fractional density designed to encourage smaller units and incentivize maximum development potential on multifamily sites.

**Examples:**

- 500 square feet or less: .5 unit
- 750 square feet or less: .66 unit
- 1,000 square feet or less: .8 unit
- 1,001 square feet or greater: 1 unit

C. Consider a combination of bedroom counts and unit size to calculate density.

**Examples:**

- Studio apt, 500 square feet or less: .5 unit
- 1-bedroom, 750 square feet or less: .66 unit
- 2-bedroom unit 1,000 square feet or less: .8 unit
- 2- or 3-bedroom unit, 1,001 square feet or greater: 1 unit

**5. Property Line Setbacks and Lot Coverage (Site Planning):**

The distance a building is placed from a property line is one of the more significant factors in design and neighborhood compatibility. Setbacks, in concert with height, impact views, light, and the overall aesthetics of a building. Increasing required setbacks can allow for additional landscape space, open space, and visual impacts to adjacent properties. Currently, commercial districts are very different from residential zones related to setback standards and typically have no property line setback requirement. Most Residential zones have requirements that create space between structures and the street for a yard, and create space at side and rear property lines to allow for access, safety, building egress requirements, landscaping, and a varied façade plane. The current setbacks are as follows:

<u>Zoning District</u>	<u>Front</u>	<u>Side</u>	<u>Rear</u>
RMF Zone	Primary: 15' Corner: 10'	Interior Lot: 5'  Buildings over 25 feet: 10'	10'
Downtown Commercial	None (except for outdoor dining and on East Mall)	None	None
Downtown Office	Adjacent to Residential Use Zone: 15'	None	None
Commercial Zones that allow mixed-use	None for residential Above 1 <sup>st</sup> floor. Ground floor res: 25'	None for residential above 1 <sup>st</sup> floor.  Ground floor res: 5'	None for residential above 1 <sup>st</sup> floor.  Ground floor res: 10'



**Example Scenario**

**Setback Options for Consideration:**

- Consider the use of increased setbacks that correspond to building height or stories: For example, measure setbacks from particular points on a building: 1-12 feet requires a 5-foot setback, 12-18 feet requires an 8-foot setback, 18-25 feet requires a 10-foot setback, over 25 feet requires a 14-foot setback.

Utilizing setbacks that increase as building height increases creates enhanced design features and leaves room for upper decks or outdoor use areas while reducing neighboring property impacts and preserving views/sunlight.

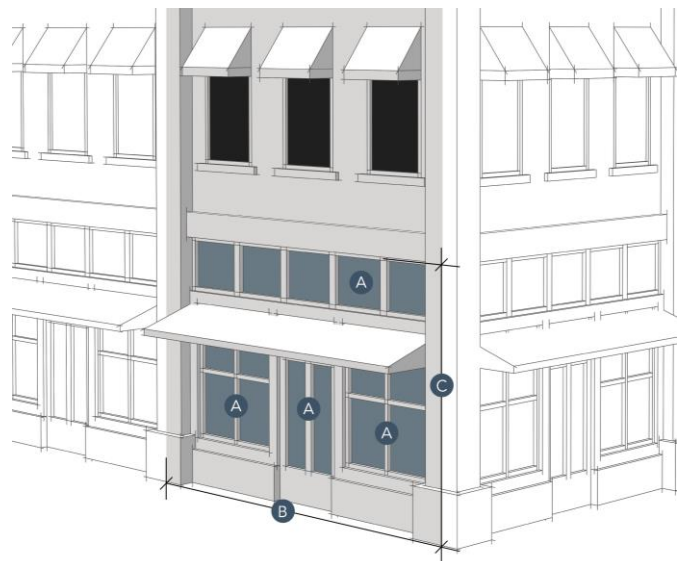
**6. Building Façade Design and Other Factors**

Atascadero remains one of the few communities that retains primarily custom homes and a large variety of eclectic design themes. Retaining this design platform was a City Council directive. However, even without adopting specific design themes it is important to provide guidance for components that enhance visual quality such as:

- Massing, orientation, and façade Design
- Entries design and location
- Roof forms
- Landscaping, open space, and other site features

**Massing, Orientation and Façade Design:**

Massing and orientation are key components to appropriate transition, especially between different zoning



$$\frac{\text{Sum of Area A}}{B * C} \geq 60\%$$

- A Window Area
- B Facade Length
- C Ground Floor Height



districts. These features also impact shade, light, and privacy considerations and provide the base canvas for building aesthetics.

In addition to massing and orientation, other façade features that create light, shadow, rhythm, and texture become features that bring scale and visual interest. Features may include façade undulation or a break in material requirements. Added features such as porches, deep recessed windows and doors, awnings, etc. allow for light and shadow, which creates movement across the building throughout the day. Trees can also be used to produce these effects.

Design features can be combined in multiple ways to create a visually appealing building responding to a variety of architectural themes.

Massing and orientation features that can be objective standards include:

- Upper story setbacks
- Transitioned building height and setbacks at residential zone boundary
- Considerations for privacy and overlook.
- Building wall articulation (this includes features that may be setback within the wall plane)

These details can be included in menu form within the Objective Standards to ensure that all buildings include elements of good design while not restricting architectural theme and variety.

Entry Design and Location:

A building entry or even window features are often viewed as the “eyes of the building.” Entry features can create cohesion and visual interest. A visible entry enhances safety while also contributing to a sense of community. An entry is a physical visual transition from public to private space.



Entry design can be incorporated as an objective standard as follows:

- Visibility/design of primary building entries
- Porches, stoops, and patios as required design features

- Transparency
- Corner treatments
- Overhangs and awnings
- Walls, gates, and fences as entry transitions (or not)

#### Roof Forms:

Roof forms are not directly related to architectural style, but can help in defining style and can be used as an objective standard. Whether flat, with a parapet wall, dormers, gable ends, or a particular pitch, roof forms can contribute to all of the design factors such as height, setback, façade design, and even privacy/overlook. The presentation will provide some examples of roof forms and the City Council may want to provide direction as to whether roof forms should be on the menu for the draft objective standards.

#### Landscaping, Open Space and Other Site Features:

Tree planting, landscaping, above ground utilities, mailboxes, and trash enclosures all have significant implications to design standards. These features are often overlooked until late in a project design, but have impacts to parking, open space, site access, and even building design. In some circumstances, these features end up in the wrong location or are poorly designed as a last-minute change. Early planning for these features or inclusion into a list of objective standards will help many other features of a project design. Objective design standards could include the following items that could be placed on a menu of standards:

- Tree spacing
- Location of backflow devices and fire department connections
- Location of trash enclosures and design of enclosure (walls, fences, metal, wood, front of site, interior of site, etc.)
- Location of mailboxes
- Location of transformers and other utilities
- Location of parking in relation to setbacks and landscaping (e.g., should parking be setback from street and screened by landscape)

#### Conclusion:

In preparing a draft set of objective standards, the City could prepare a menu-style list, where projects are required to select a certain number of objective features based on the size, scale, or zoning of the project. The menu style list of design standards grants flexibility while allowing for design standards that are scaled to the project scope. The following chart includes a potential list of objective standards. The Council may choose to add items that are not on the list, or to provide direction to staff to eliminate or modify specific items. Another option would be to prioritize the significance of certain design features.

Staff is seeking input on the following items towards developing a draft set of Objective Design Standards:

Topic	Options to consider
<b>1. Open Space</b>	<ul style="list-style-type: none"> <li>a. Project Size:               <ul style="list-style-type: none"> <li>a. Vary open space ratio for smaller projects vs. larger projects?</li> <li>b. Greater emphasis on common open space vs. private open space?</li> <li>c. Active recreation areas or passive spaces in larger projects?</li> </ul> </li> <li>b. Project Type:               <ul style="list-style-type: none"> <li>a. Different standards for different types of development?</li> </ul> </li> <li>c. Project Location:               <ul style="list-style-type: none"> <li>a. Different open space standards for Mixed Use?</li> <li>b. Projects adjacent to existing parks?</li> </ul> </li> <li>d. Design Flexibility:               <ul style="list-style-type: none"> <li>a. Should common and private open space areas be combined to meet objectives?</li> <li>b. Should these standards vary based on project size, type, and/or location?</li> </ul> </li> <li>e. Indoor Spaces:               <ul style="list-style-type: none"> <li>a. Should common indoor space (recreation room, indoor pool) continue to count towards common open space requirement?</li> <li>b. Should we develop specific maximum ratios for these types of spaces?</li> </ul> </li> </ul>
<b>2. Parking</b>	<ul style="list-style-type: none"> <li>a. Parking Reductions? (guest parking, lower ratios):</li> <li>b. Establish threshold? (based on size):</li> <li>c. Incentivize consolidated parking/ discourage private garages?</li> <li>d. Specify location and design of parking areas?</li> <li>e. Should we think about an in-lieu fee ordinance for residential development within Mixed-Use areas (funding expansion of public parking areas)?</li> </ul>
<b>3. Building Height</b>	<ul style="list-style-type: none"> <li>a. Rely solely on height instead of number of stories?</li> <li>b. Require a 15-foot minimum ground floor ceiling height for any new mixed-use buildings?</li> <li>c. Establish height limits for downtown zone that allow for additional flexibility?</li> <li>d. Consider increases to building height in multi-family zones</li> </ul>

	<p>(possible to target just high-density multi-family) for upper stories. This could include standards greater setbacks for upper floors or from property lines?</p> <p>e. Consider increases to building height at commercial nodes near major intersections?</p>
<p><b>4. Building Size/Fractional Density</b></p>	<p>a. Consider maximum <u>average</u> unit sizes for the High-Density multi-family district (RMF24) and mixed-use zones?</p> <p>b. Consider the use of fractional density designed to encourage smaller units and incentivize maximum development potential on multi-family sites.</p> <p><b>Examples:</b>      500 square feet or less .5 unit      750 square feet or less: .66 unit      1,000 square feet or less: .8 unit      1,001 square feet or greater: 1 unit</p> <p>c. Consider a combination of bedroom counts and unit size to calculate density.</p> <p><b>Examples:</b>      Studio apt 500 sf or less: .5 unit      One-bedroom 750 sf. or less: .66 unit      Two-bedroom unit 1,000 sf or less .8 unit      Two or Three -bedroom unit 1,001 or greater: 1 unit</p>
<p><b>5.Site Planning and Setbacks</b></p>	<p>Consider the use of increased setbacks that correspond to building height or stories to create setbacks for upper floors</p>
<p><b>6. Building Façade Design</b></p>	<p>Additional guidance should the City provide developers on the components that enhance visual quality?:</p> <ul style="list-style-type: none"> <li>• Massing, Orientation and Façade Design       <ul style="list-style-type: none"> <li>○ <i>Upper story setbacks</i></li> <li>○ <i>Transitioned building height and setbacks at residential zone boundary</i></li> <li>○ <i>Considerations for privacy and overlook.</i></li> <li>○ <i>Building wall articulation (this includes features that may be setback within the wall plane)</i></li> </ul> </li> <li>• Entries design and location       <ul style="list-style-type: none"> <li>○ <i>Visibility/design of Primary building entries</i></li> <li>○ <i>Porches, stoops, and patios as required design features</i></li> <li>○ <i>Transparency</i></li> <li>○ <i>Corner treatments</i></li> <li>○ <i>Overhangs and Awnings</i></li> <li>○ <i>Walls, gates and fences as entry transitions (or not)</i></li> </ul> </li> <li>• Roof Forms</li> </ul>

	<ul style="list-style-type: none"> <li>• Landscaping, Open Space and Other Site Features <ul style="list-style-type: none"> <li>○ <i>Tree spacing</i></li> <li>○ <i>Location of backflow devices and fire department connections</i></li> <li>○ <i>Location of trash enclosures and design of enclosure (walls, fences, metal, wood, front of site, interior of site etc)</i></li> <li>○ <i>Location of mailboxes</i></li> <li>○ <i>Location of transformers and other utilities</i></li> <li>○ <i>Location of parking in relation to setbacks and landscaping (should parking be setback from street and screened by landscape)</i></li> </ul> </li> </ul>
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**What Will be the Final Result of the ODS Project?**

Adoption of the Objective Design Standards will ultimately result in a new section that will be added to the City Zoning Ordinance. The standards will become part of the City’s property development regulations that will automatically be applied to all multifamily and mixed-use development projects. As the City’s ability to require discretionary review of these projects is ceasing, these standards will replace the subjective guidance that is currently provided through the design review and conditional use permit process.

**Next Steps:**

Following this discussion, staff will work with MIG to develop a set of draft standards for further review. This working draft could be:

1. Brought back to City Council for a third study session to review and comment prior to the final adoption process, or;
2. Could be agendized for a study session with City Council, Planning Commission, and DRC prior to the final adoption process, or;
3. Could be brought forward to Planning Commission and then to City Council for final adoption.

**FISCAL IMPACT:**

State funding from Local Early Action Planning (LEAP) and Regional Early Action Planning (REAP) will assist in the funding of this work effort. The development of objective standards is fully covered by these secured grant sources. However, the project scope only assumed two hearings and additional funding will need to be identified for an additional study session and consultant participation in the adoption process.



# ***Atascadero City Council***

## ***Staff Report – Community Development Department***

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### **Contract Award for North County Broadband Strategic Plan Project**

#### **RECOMMENDATIONS:**

Council:

1. Authorize the City Manager to execute a contract for \$200,000.00 with Teleworx for the preparation of the North County Broadband Strategic Plan Project; and
2. Authorize the City Manager to draft and sign a Side Letter Agreement between the City of Atascadero and the City of El Paso de Robles to formalize the process for the cities to collaborate, share cost, and co-manage the North County Broadband Strategic Plan Project.

#### **DISCUSSION:**

The City of Atascadero Action Plan for 2021-2023 prioritizes the enhancement of broadband internet infrastructure in our community. The Cities of Atascadero and El Paso de Robles have engaged in a collaborative effort to develop a Broadband Strategic Plan and formalized a Memorandum of Understanding (MOU) on May 11, 2022. The Cities released a joint Request for Qualifications in July and in August, and selected Teleworx to develop the North County Broadband Strategic Plan. The selection committee consisted of three staff members from Atascadero, three staff members from Paso Robles, and a representative from the County of San Luis Obispo.

The Strategic Plan will focus on accelerating broadband infrastructure by identifying network gaps, underserved populations, priority projects, operational solutions, and grant funding to outline a best-case scenario path for deployment. A regional agreement will better align policy development and improve funding opportunities to bring broadband internet access to residents and businesses in both cities, positioning North County for job growth and business attraction. Partnering will allow both cities to share costs associated with developing a broader plan, position us for larger grant dollars, and accomplish both community's goals of building higher quality, more affordable, and more inclusive internet coverage for businesses and residents.

The Strategic Plan will analyze multiple implementation options, generate, and validate tools needed to prepare an interactive open-access mapping website, prioritize resource preferences, and address regional equity. This Project is essential to ensure the region

is positioned to receive state and federal funds to implement regionwide broadband infrastructure to serve each home and business.

This Project will lay out a plan to aid in providing service to unserved or underserved households, or businesses at speeds sufficient to enable users to generally meet household needs, including the ability to support the simultaneous use of work, education, and health applications, and also sufficiently robust to meet increasing household demands for bandwidth.

**Project Overview:**

The State of California’s Broadband for All Initiative and other similar state and federal efforts to expand broadband aim to fund projects that emphasize:

- Providing high-performance broadband to all homes, schools, libraries, and businesses
- Creating an open access broadband infrastructure mapping system
- Providing affordable service and necessary devices for high-speed access to all
- Digital inclusion

The Teleworx team has developed a scope of work that will address the Broadband for All Initiative and identify projects and recommendations on how we will achieve each objective.

**Methodology and Scope:**

The project will include the following:

- Extensive outreach including City Council meetings, public forums, internal meetings, and targeted meetings with key stakeholders such as ISP providers.
- Development of speed test plan and GIS Plan including development of interactive maps.
- An extensive data collection phase that includes the development of checklists; the collection and review of existing plans, policies and studies; the preparation of a consolidated broadband asset inventory; identification of grant funding opportunities; identification of public/private partnerships; identification of low-income community priority areas; and deployment of speed testing.
- The Project team will analyze the data collected and develop preferred scenarios for broadband deployment, complete a digital divide analysis, identify funding, develop connectivity scenarios and draft connectivity plans, and incorporate findings of other economic impact analyses completed within the region into the final Strategic Plan.

**Project Deliverables:**

The North County Broadband Strategic Plan will synthesize the following components into one comprehensive strategy:

1. An understanding of the North County's needs and preferences from data collection and analysis including:
  - a. Housing data, speed testing, assets inventory, land information, construction policies and processes, unserved and underserved areas, utility infrastructure, and broadband plans.

- b. An open-access Interactive Mapping tool including data, assets, and infrastructure with layers that can be searched by query.
  - c. A broadband Gap Analysis.
2. A concise plan describing specific areas of focus and the next steps toward fulfilling North County's broadband vision including:
- a. A comprehensive engagement strategy that involves staff, decisionmakers, technical experts, anchor institutions, strategic parties, and internet service providers.
  - b. An education packet demonstrating how to align with California's Broadband for All Initiative with clear actions and recommendations to support the initiative.
  - c. Preferred scenarios for broadband deployment to ensure a complete and reliable high-speed network, universal coverage and access to affordable service regardless of demographic, and a sustainable business model for a long-lived network operation.
  - d. Recommendations for policy and process improvements to facilitate broadband deployment (such as right-of-way permitting, access to subsidies, and digital literacy programs for vulnerable populations).
  - e. Templates and roadmaps for securing grant-funding opportunities within key timeframes and parameters.
3. Public presentation of the Final Broadband Strategic Plan to the agencies' governing Councils and Boards.

The overall cost of the Project will total \$200,000 and includes separate plans for both Atascadero and Paso Robles. This cost is consistent for this type of work and includes cost savings for our jurisdictions through collaboration with the Broadband Consortium of the Pacific Coast (PBCPC). The Consortium is currently working under grants for regional data collection such as speed testing and mapping, and is focused on bringing Central Coast counties together under one larger broadband strategy. The efforts underway will be leveraged by the Teleworx team and be an added value and cost savings to the North County Broadband Strategic Plan Project.

The \$200,000 proposed contract includes work for both the City of Atascadero and the City of El Paso de Robles. The cost apportioned to each City is 50% or \$100,000 of the total \$200,000 contract. Teleworx will perform the work under one contract and one city will need to take on the administrator role, paying the full cost of the invoices submitted by Teleworx and then billing the other city for 50% of that cost. In discussions with Paso Robles, it was agreed that Atascadero will take on the role of administrator.

Staff is asking Council to authorize the City Manager to enter into an agreement with Teleworx for the full contract amount of \$200,000 and to enter into an agreement with the City of El Paso de Robles calling for reimbursement of 50% of the approved Teleworx invoices. The agreement with the City of El Paso de Robles will take the form of a side



letter to the existing Atascadero/Paso Robles Broadband MOU approved by Atascadero's City Council in April.

**FISCAL IMPACT:**

Funding for the North County Broadband Strategic Plan Project has been previously allocated by City Council through SB 1090 monies. \$100,000 of the funds allocated will be utilized to cover Atascadero's portion of the project. Paso Robles will contribute \$100,000, which has been allocated by their City Council on April 5, 2022.

Additionally, the Local Area Technical Assistance Grant established by the California Public Utilities Commission (CPUC) has an open application for eligible pre-construction work facilitating broadband network projects to areas in need. The Cities of Atascadero and El Paso de Robles will both be able to apply for reimbursement for the full cost of this project. If successful in securing the grant, the City funds allocated by SB 1090 can be replenished and used for future broadband projects.