



HOW TO OBSERVE AND PARTICIPATE IN THE MEETING:

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

HOW TO SUBMIT PUBLIC COMMENT:

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

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

AMERICAN DISABILITY ACT ACCOMMODATIONS:

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

Finance Committee agendas and minutes may be viewed on the City's website: www.atascadero.org/agendas.

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



CITY OF ATASCADERO FINANCE COMMITTEE Special Meeting

AGENDA

Thursday, April 27, 2023
4:00 p.m.

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

CALL TO ORDER:

ROLL CALL:

Chairperson:	Charles Bourbeau
Vice-Chairperson:	Heather Newsom
Committee Member:	Gere Sibbach
Committee Member:	Rachelle Rickard
Committee Member:	Jeri Rangel

A. CONSENT CALENDAR:

1. Draft Action Minutes – 05.27.2021, 07.15.2021, and 04.20.2023

- Recommendation: Committee approve the Draft Action Minutes of the May 27, 2021, July 15, 2021 and April 20, 2023 Finance Committee Meetings. [City Clerk]

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

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

1. Review of Capital Projects

C. INDIVIDUAL DETERMINATIONS:

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

ADJOURN



CITY OF ATASCADERO FINANCE COMMITTEE

DRAFT MINUTES

Thursday, May 27, 2021
3:00 p.m.

Atascadero City Hall – Webinar
6500 Palma Avenue, Atascadero, California

CALL TO ORDER:

Chairperson Bourbeau called the meeting to order at 3:00 p.m.

PRESENT (By Teleconference) COMMITTEE MEMBERS:

Charles Bourbeau, Chair
Mark Dariz, Vice Chair
Gere Sibbach
Rachelle Rickard
Jeri Rangel

ABSENT:

None

ALSO PRESENT (By Teleconference): Amanda Muther, Deputy City Clerk, and Cindy Chavez, Deputy Administrative Services Director

A. CONSENT CALENDAR:

1. Finance Committee Draft Action Minutes – May 20, 2021

- Recommendation: Committee approve the Draft Action Minutes of the May 20, 2021 Finance Committee Meeting. [City Clerk]

Motion: By Vice Chairperson Dariz and seconded by Committee Member Rickard to approve the Consent Calendar.
Motion passed 5:0 by a roll-call vote.

PUBLIC COMMENT:

The following citizens spoke during Public Comment: None.

Chairperson Bourbeau closed the PUBLIC COMMENT period.

B. BUSINESS:

General Fund - Part II of II and misc funds budget pages (Exhibit A) were made available to the Committee and to the public via the City's website.

1. Review of General Fund - Part II of II

Administrative Services Director Rangel presented the item and answered questions from the Committee. City Manager Rickard also answered questions from the Committee.

PUBLIC COMMENT:

Chairperson Bourbeau allowed for public comments and questions during the Committee's discussion on this item.

The following citizens spoke during this time: Geoff Auslen

2. Review of miscellaneous funds that have not been previously reviewed during the 2021 Finance Committee meetings

Administrative Services Director Rangel presented the item and answered questions from the Committee. City Manager Rickard also answered questions from the Committee.

PUBLIC COMMENT:

Chairperson Bourbeau allowed for public comments and questions during the Committee's discussion on this item.

The following citizens spoke during this time: Geoff Auslen

C. INDIVIDUAL DETERMINATIONS: None.

ADJOURN

Chairperson Bourbeau adjourned the meeting at 4:33 p.m.

MINUTES PREPARED BY:

Amanda Muther
Atascadero Finance Committee
May 27, 2021
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Deputy City Clerk

The following exhibits are available for review in the City Clerk's office:

- Exhibit A – General Fund - Part II of II and misc funds budget pages

APPROVED:

SPECIAL JOINT MEETING

Citizens’ Sales Tax Oversight Committee Finance Committee

**Thursday, July 15, 2021
4:00 P.M.**

**Atascadero City Hall
6500 Palma Avenue, Atascadero, California
(WEBINAR)**

DRAFT MINUTES

CALL TO ORDER:

Chairperson Jones called the meeting to order at 4:13 p.m.

ROLL CALL:

Present: **By Teleconference** – CSTOC Committee Members Auslen, Beraud, Elliot, Villa, Zappas and Chairperson Jones and Finance Committee Member Rangel, Vice Chairperson Dariz and Chairperson Bourbeau

Absent: CSTOC Committee Member Giessinger and Finance Committee Members Rickard and Sibbach

Vacancies: Two

Staff Present: **By Teleconference** – Administrative Services Director Jeri Rangel, Public Works Director Nick DeBar, Deputy City Manager/City Clerk Christensen and Deputy City Clerk Amanda Muther

DISCUSSION:

1. 2021 Sales Tax Measure D-20 Annual Report

Fiscal Impact: Distribution of the 2021 Measure D-20 Annual Report is estimated to cost about \$5,000 in budgeted General Funds.

Recommendation: Citizens’ Sales Tax Oversight Committee and Finance Committee approve the 2021 Sales Tax Measure D-20 Annual Report.

Administrative Services Director Rangel gave the presentation and answered questions from the Committee. Public Works Director DeBar also answered questions from the Committee.

PUBLIC COMMENT:

The following citizens spoke on this item: None.

MOTION: By Committee Member Anderson and seconded by Committee Member Cornejo to approve the 2021 Sales Tax Measure D-20 Annual Report.

Motion passed 9:0 by a voice vote (Giessinger, Rickard and Sibbach absent, 2 vacancies)

ADJOURNMENT

Chairperson Jones adjourned the meeting at 5:00 p.m. to the Regular Session of the CSTOC currently in session and the Finance Committee to its next Special Meeting with a date yet to be determined.

MINUTES PREPARED BY:

Amanda Muther
Deputy City Clerk/Administrative Assistant

APPROVED:

SPECIAL MEETING FINANCE COMMITTEE

DRAFT MINUTES

Thursday, April 20, 2023
4:00 p.m.

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

CALL TO ORDER:

Chairperson Bourbeau called the meeting to order at 4:00 p.m.

ROLL CALL:

PRESENT COMMITTEE MEMBERS: Charles Bourbeau, Chair
Heather Newsom, Vice Chair
Gere Sibbach
Rachelle Rickard
Jeri Rangel

ABSENT: None

ALSO PRESENT: Lara Christensen, Deputy City Manager/City Clerk
and Cindy Chavez, Deputy Administrative
Services Director

A. CONSENT CALENDAR: None.

PUBLIC COMMENT:

The following citizens spoke during Public Comment: None.

Chairperson Bourbeau *closed the PUBLIC COMMENT period.*

B. BUSINESS:

1. Review of the Budget Process

Administrative Services Director Rangel provided a brief review of the budget process.

2. Review of Debt Service Funds

Debt Services and Other Funds budget pages (Exhibit A) were made available to the Committee and to the public via the City's website.

Administrative Services Director Rangel presented the item and answered questions from the Committee. City Manager Rickard also answered questions from the Committee.

Staff received suggestions from the Committee regarding future budget page listings.

3. Review of Other Funds

Administrative Services Director Rangel presented the item and answered questions from the Committee. City Manager Rickard also answered questions from the Committee.

PUBLIC COMMENT:

Chairperson Bourbeau allowed for public comments and questions following the Committee's discussion on these items.

The following citizens spoke during this time: None.

C. INDIVIDUAL DETERMINATIONS: None

ADJOURN

Chairperson Bourbeau adjourned the meeting at 5:11 p.m.

MINUTES PREPARED BY:

Lara K. Christensen
Deputy City Manager / City Clerk

The following exhibits are available for review in the City Clerk's office:

- Exhibit A – Debt Services and Other Funds budget pages

APPROVED: