



## CITY OF ATASCADERO CITY COUNCIL AGENDA

### **HYBRID MEETING INFORMATION:**

In accordance with City Council Resolution No. 2022-073 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, November 22, 2022**

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

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

**PRESENTATIONS:**

1. **Proclamation Recognizing the 35th Anniversary of Coats for Kids of San Luis Obispo County**

**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 – November 8, 2022**
  - Recommendation: Council approve the November 8, 2022 Draft City Council Regular Meeting Minutes. [City Clerk]
2. **October 2022 Accounts Payable and Payroll**
  - Fiscal Impact: \$3,071,528.99.
  - Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for October 2022. [Administrative Services]

**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:**

1. **2023 Community Development Block Grant Draft Recommendations**
  - Fiscal Impact: Approval of Atascadero's total 2023 CDBG allocation would result in the estimated revenue and expenditure of \$139,689.
  - Recommendation: Council develop and adopt draft recommendations for the 2023 Community Development Block Grant (CDBG) funds. [Public Works]

**C. MANAGEMENT REPORTS:**

1. **North County Broadband Strategic Plan Project Update**
  - Fiscal Impact: None.
  - Recommendation: Council to receive an update from the North County Broadband Project Consulting Team. [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**



# CITY OF ATASCADERO CITY COUNCIL

## DRAFT MINUTES

Tuesday, November 8, 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.

Mayor Moreno called the meeting to order at 6:00 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, Interim Police Chief Jerel Haley, Public Works Director Nick DeBar, City Attorney Brian Pierik, Deputy City Manager/City Clerk Lara Christensen, Deputy Director of Economic and Community Development Loreli Cappel, and Deputy City Manager – IT Luke Knight

### APPROVAL OF AGENDA:

- MOTION:** By Council Member Bourbeau and seconded by Council Member Funk 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. National Adoption Month Proclamation**

The City Council proclaimed November 2022 as National Adoption Month.

**A. CONSENT CALENDAR:**

**1. City Council Draft Action Minutes – October 25, 2022**

- Recommendation: Council approve the October 25, 2022 Draft City Council Regular Meeting Minutes. [City Clerk]

**2. Virtual Meeting – 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. MOU with City of Paso Robles Regarding Shared Board Seats for Central Coast Community Energy**

- Fiscal Impact: None.
- Recommendation: Council authorize the City Manager to execute a Memorandum of Understanding (MOU), in a form substantially similar to the Draft MOU presented with this report, with the City of Paso Robles for a shared governance seat on the Policy Board and Operations Board and for the selection of a Community Advisory Council appointment for Central Coast Community Energy. [City Manager]

Council Member Dariz removed Item #3 from the Consent Calendar for separate vote. He noted that he had recused himself, for a potential conflict, from the discussion of Consent Calendar Item #3 when it was introduced by the Council on October 25, 2022, and would recuse himself again for this action.

**MOTION: By Council Member Dariz and seconded by Mayor Pro Tem Newsom to approve Consent Calendar Items #1, 2, and 4. (#A-2: Resolution No. 2022-073)**

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

***Council Member Dariz left the dais at 6:11 p.m.***

**3. Ordinances Adopting Standards for Accessory Dwelling Units and Junior Accessory Dwelling Units (AMC Title 9)**

- Fiscal Impact: The addition of ADUs and JADUs in accordance with State law, without fees or other mechanisms in place to ensure that services and infrastructure can be provided to serve the residents of the new units, will have a significant long-term negative fiscal impact to the City, its infrastructure, and its capacity to serve its citizens.
- Recommendation: Council:
  1. Adopt, on second reading, by title only, Draft Ordinance A, repealing and replacing Chapter 5 (accessory dwelling units) of Title 9 of the Atascadero Municipal Code.

2. Adopt, on second 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]

A member of the public requested to speak on this item.

**PUBLIC COMMENT:**

The following citizens spoke on this item: Geoff Auslen

*Mayor Moreno closed the Public Comment period.*

**MOTION:** By Council Member Funk and seconded by Council Member Bourbeau to:

1. Adopt, on second reading, by title only, Ordinance No. 659 repealing and replacing Chapter 5 (accessory dwelling units) of Title 9 of the Atascadero Municipal Code.
  2. Adopt, on second reading, by title only, Ordinance No. 660 amending Title 9 for consistency with updated Chapters 5 and 18 related to accessory dwelling units and urban dwelling units.
- Motion passed 4:0 by a roll-call vote. Dariz recused.*

*Council Member Dariz returned to the dais at 6:16 p.m.*

**UPDATES FROM THE CITY MANAGER:**

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

1. Deputy Director of Economic and Community Development Loreli Cappel gave a brief update on the North County Broadband Strategy Project.
2. Community Development Director Dunsmore provided the City Council a brief update on upcoming Building Code changes.

**COMMUNITY FORUM:**

The following persons spoke in-person, by telephone or through the webinar: Maggie Payne, Barbara Simms, and Geoff Auslen

**B. PUBLIC HEARINGS: None.**

**C. MANAGEMENT REPORTS: None.**

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

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

Mayor Moreno

1. SLO Regional Transit Authority (RTA)

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 Funk reminded everyone the polls were open until 8:00 p.m. and Mayor Moreno noted that the library was open for voting. Both encouraged everyone to go and vote.**

**F. ADJOURNMENT**

Mayor Moreno adjourned the meeting at 6:54 pm.

**MINUTES PREPARED BY:**

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Lara K. Christensen  
City Clerk

**APPROVED:**



**Atascadero City Council**  
**Staff Report - Administrative Services Department**

**October 2022 Accounts Payable and Payroll**

**RECOMMENDATION:**

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

**DISCUSSION:**

Attached for City Council review and approval are the following:

**Payroll**

Dated	10/13/22	Checks # 35574-35585	\$	9,334.87
		Direct Deposits		344,201.58
Dated	10/27/22	Checks # 35586-35597		9,857.03
		Direct Deposits		350,814.08

**Accounts Payable**

Dated	10/1/22-10/31/22	Checks # 172474-172745 & EFTs 4558-4580		2,357,321.43
<b>TOTAL AMOUNT</b>				<b>\$ 3,071,528.99</b>

**FISCAL IMPACT:**

Total expenditures for all funds is \$ 3,071,528.99

**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:**

October 2022 Eden Warrant Register in the amount of \$ 2,357,321.43

**City of Atascadero**  
Disbursement Listing

For the Month of October 2022

**ITEM NUMBER:** A-2  
**DATE:** 11/22/22  
**ATTACHMENT:** 1

Check Number	Check Date	Vendor	Description	Amount
172474	10/03/2022	WEX BANK - 76 UNIVERSL	Accounts Payable Check	20,723.60
172475	10/03/2022	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	11,575.57
172476	10/05/2022	ANTHEM BLUE CROSS HEALTH	Payroll Vendor Payment	220,376.76
172477	10/05/2022	BENEFIT COORDINATORS CORP	Payroll Vendor Payment	9,727.00
172478	10/05/2022	LINCOLN NATIONAL LIFE INS CO	Payroll Vendor Payment	1,278.85
172479	10/05/2022	MEDICAL EYE SERVICES	Payroll Vendor Payment	1,861.82
172480	10/07/2022	EPIC IT SUPPORT	Accounts Payable Check	1,900.00
172481	10/07/2022	13 STARS MEDIA	Accounts Payable Check	1,055.30
172482	10/07/2022	2 MEXICANS, LLC	Accounts Payable Check	2,449.50
172483	10/07/2022	AIRFLOW FILTER SERVICE, INC.	Accounts Payable Check	73.69
172484	10/07/2022	AIRGAS USA, LLC	Accounts Payable Check	198.89
172485	10/07/2022	AIR-RITE HEATING & COOLING	Accounts Payable Check	285.94
172486	10/07/2022	ALL SIGNS AND GRAPHICS, INC.	Accounts Payable Check	261.00
172487	10/07/2022	ALPHA ELECTRIC SERVICE	Accounts Payable Check	2,330.28
172488	10/07/2022	AMERICAN WEST TIRE & AUTO INC	Accounts Payable Check	927.49
172489	10/07/2022	KELLY AREBALO	Accounts Payable Check	332.00
172490	10/07/2022	AT&T	Accounts Payable Check	24.87
172491	10/07/2022	AT&T	Accounts Payable Check	818.65
172492	10/07/2022	ATASCADERO HAY & FEED	Accounts Payable Check	1,290.03
172494	10/07/2022	ATASCADERO MUTUAL WATER CO.	Accounts Payable Check	31,621.90
172495	10/07/2022	ATASCADERO YOUTH FOOTBALL	Accounts Payable Check	297.50
172496	10/07/2022	AURORA WORLD, INC.	Accounts Payable Check	584.85
172497	10/07/2022	AVILA TRAFFIC SAFETY	Accounts Payable Check	1,649.24
172498	10/07/2022	ALAN BAKER	Accounts Payable Check	15.00
172499	10/07/2022	BASSETT'S CRICKET RANCH, INC.	Accounts Payable Check	700.38
172500	10/07/2022	KEITH R. BERGHER	Accounts Payable Check	336.25
172501	10/07/2022	BERRY MAN, INC.	Accounts Payable Check	1,608.15
172502	10/07/2022	RYAN BETZ	Accounts Payable Check	48.78
172503	10/07/2022	BOUND TREE MEDICAL, LLC	Accounts Payable Check	1,069.79
172504	10/07/2022	BREZDEN PEST CONTROL, INC.	Accounts Payable Check	65.00
172505	10/07/2022	SARAH B. CARDINALI	Accounts Payable Check	329.40
172506	10/07/2022	CARQUEST OF ATASCADERO	Accounts Payable Check	111.31
172507	10/07/2022	CC DYNASTY FUTBOL CLUB	Accounts Payable Check	71.00
172508	10/07/2022	CHARTER COMMUNICATIONS	Accounts Payable Check	4,506.79
172509	10/07/2022	CITY OF ATASCADERO	Accounts Payable Check	731.10
172510	10/07/2022	CRYSTAL CREAMERY, INC.	Accounts Payable Check	660.33
172511	10/07/2022	CRYSTAL SPRINGS WATER	Accounts Payable Check	20.00
172512	10/07/2022	NICHOLAS DEBAR	Accounts Payable Check	300.00
172513	10/07/2022	HYRUM C. DEL CASTILLO	Accounts Payable Check	502.50
172514	10/07/2022	DIAMOND A EQUIPMENT, LLC	Accounts Payable Check	99,941.25
172515	10/07/2022	DIVISION OF STATE ARCHITECT	Accounts Payable Check	77.60
172516	10/07/2022	DOOMSDAY SKATE, LLC	Accounts Payable Check	357.00
172517	10/07/2022	DRIVE CUSTOMS	Accounts Payable Check	4,292.56

**City of Atascadero**  
Disbursement Listing

For the Month of October 2022

**ITEM NUMBER:** A-2  
**DATE:** 11/22/22  
**ATTACHMENT:** 1

<b>Check Number</b>	<b>Check Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
172518	10/07/2022	PHILIP DUNSMORE	Accounts Payable Check	300.00
172519	10/07/2022	EARTH SYSTEMS PACIFIC	Accounts Payable Check	1,180.00
172520	10/07/2022	ECS IMAGING, INC.	Accounts Payable Check	17,685.00
172521	10/07/2022	EL CAMINO VETERINARY HOSP	Accounts Payable Check	11.00
172522	10/07/2022	EPIC IT SUPPORT	Accounts Payable Check	950.00
172523	10/07/2022	ESCUELA DEL RIO	Accounts Payable Check	960.00
172524	10/07/2022	EXECUTIVE JANITORIAL	Accounts Payable Check	280.00
172525	10/07/2022	FGL ENVIRONMENTAL	Accounts Payable Check	593.00
172526	10/07/2022	FIESTA MAHAR MANUFACTURNG CORP	Accounts Payable Check	292.84
172527	10/07/2022	FOXIT SOFTWARE INCORPORATED	Accounts Payable Check	1,269.03
172528	10/07/2022	GAS COMPANY	Accounts Payable Check	391.32
172529	10/07/2022	KELLY GLEASON	Accounts Payable Check	76.79
172530	10/07/2022	GRAINGER	Accounts Payable Check	136.32
172531	10/07/2022	KATHLEEN GROGAN	Accounts Payable Check	199.95
172532	10/07/2022	GSOLUTIONZ, INC.	Accounts Payable Check	2,194.74
172533	10/07/2022	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	13,837.16
172534	10/07/2022	HART IMPRESSIONS PRINTING	Accounts Payable Check	1,678.83
172535	10/07/2022	KELLIE K. HART	Accounts Payable Check	525.00
172537	10/07/2022	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	2,429.03
172538	10/07/2022	ANGEL M. HOYOS	Accounts Payable Check	375.00
172539	10/07/2022	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	395.98
172540	10/07/2022	J. CARROLL CORPORATION	Accounts Payable Check	398.20
172541	10/07/2022	JK2 APPAREL	Accounts Payable Check	1,446.90
172542	10/07/2022	JK'S UNLIMITED, INC.	Accounts Payable Check	9,322.58
172543	10/07/2022	JOE A. GONSALVES & SON	Accounts Payable Check	3,000.00
172544	10/07/2022	KENNEDY ATHLETIC CLUB OF ATASC	Accounts Payable Check	162.00
172545	10/07/2022	KID TEES	Accounts Payable Check	534.91
172546	10/07/2022	LANTERN PRESS	Accounts Payable Check	865.79
172547	10/07/2022	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	1,428.00
172548	10/07/2022	LIN LI	Accounts Payable Check	486.00
172549	10/07/2022	LIFE ASSIST, INC.	Accounts Payable Check	1,726.23
172550	10/07/2022	LINDE GAS & EQUIPMENT INC.	Accounts Payable Check	90.64
172551	10/07/2022	MARBORG INDUSTRIES	Accounts Payable Check	73.05
172552	10/07/2022	CRAIG MARTINEAU	Accounts Payable Check	230.00
172553	10/07/2022	MCMASTER-CARR SUPPLY CO.	Accounts Payable Check	241.08
172554	10/07/2022	MICHAEL K. NUNLEY & ASSC, INC.	Accounts Payable Check	14,228.51
172555	10/07/2022	MID-COAST MOWER & SAW, INC.	Accounts Payable Check	130.45
172556	10/07/2022	MIG	Accounts Payable Check	35,069.37
172557	10/07/2022	MINER'S ACE HARDWARE	Accounts Payable Check	597.91
172558	10/07/2022	MISSION UNIFORM SERVICE	Accounts Payable Check	305.28
172559	10/07/2022	MUNICIPAL MAINT EQUIPMENT, INC	Accounts Payable Check	1,329.85
172560	10/07/2022	MV TRANSPORTATION, INC.	Accounts Payable Check	14,023.18
172561	10/07/2022	NORTH COAST ENGINEERING INC.	Accounts Payable Check	155.00

City of Atascadero  
Disbursement Listing

For the Month of October 2022

ITEM NUMBER: A-2  
DATE: 11/22/22  
ATTACHMENT: 1

Check Number	Check Date	Vendor	Description	Amount
172562	10/07/2022	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	1,057.81
172565	10/07/2022	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	40,456.99
172566	10/07/2022	WARREN PITTENGER	Accounts Payable Check	230.00
172567	10/07/2022	PLANETERIA MEDIA, LLC	Accounts Payable Check	14,300.00
172568	10/07/2022	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	105.64
172569	10/07/2022	PRW STEEL SUPPLY, INC.	Accounts Payable Check	899.65
172570	10/07/2022	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	7,242.00
172571	10/07/2022	JERI RANGEL	Accounts Payable Check	300.00
172572	10/07/2022	READYREFRESH BY NESTLE	Accounts Payable Check	472.29
172573	10/07/2022	RACHELLE RICKARD	Accounts Payable Check	300.00
172574	10/07/2022	GREG ROACH	Accounts Payable Check	102.00
172575	10/07/2022	SAN LUIS POWERHOUSE, INC.	Accounts Payable Check	3,272.70
172576	10/07/2022	CASEY SEARS	Accounts Payable Check	102.00
172577	10/07/2022	RAMON H. SERRANO	Accounts Payable Check	3,000.00
172578	10/07/2022	SERVICE SYSTEMS ASSC, INC.	Accounts Payable Check	2,500.00
172579	10/07/2022	SHI INTERNATIONAL CORP.	Accounts Payable Check	25,174.40
172580	10/07/2022	SLO COUNTY SHERIFF'S OFFICE	Accounts Payable Check	30,223.05
172581	10/07/2022	SOFTWAREONE, INC.	Accounts Payable Check	46,621.09
172582	10/07/2022	SPECIALTY CONSTRUCTION, INC.	Accounts Payable Check	45,362.89
172583	10/07/2022	STANLEY CONVERGENT SECURITY	Accounts Payable Check	675.78
172584	10/07/2022	STAPLES CREDIT PLAN	Accounts Payable Check	234.70
172585	10/07/2022	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	4,850.00
172586	10/07/2022	TARGET SOLUTIONS LEARNING, LLC	Accounts Payable Check	15.56
172587	10/07/2022	RONALD R. TARICA	Accounts Payable Check	144.00
172588	10/07/2022	MADELINE M. TAYLOR	Accounts Payable Check	56.70
172589	10/07/2022	TERRA VERDE ENVIRONMENTAL CONS	Accounts Payable Check	1,598.75
172590	10/07/2022	TESCO CONTROLS, INC.	Accounts Payable Check	9,000.00
172591	10/07/2022	THOMSON REUTERS - WEST	Accounts Payable Check	180.35
172592	10/07/2022	KARL O. TOERGE	Accounts Payable Check	225.00
172593	10/07/2022	TRACE ANALYTICS, LLC	Accounts Payable Check	372.00
172594	10/07/2022	DARIN E. TRAVERSO	Accounts Payable Check	250.00
172595	10/07/2022	TURF STAR, INC.	Accounts Payable Check	354.66
172596	10/07/2022	ULTREX LEASING	Accounts Payable Check	263.18
172597	10/07/2022	UNDERGROUND SERVICE ALERT OF	Accounts Payable Check	2,502.03
172598	10/07/2022	VERIZON WIRELESS	Accounts Payable Check	3,783.40
172599	10/07/2022	VINO VICE, INC.	Accounts Payable Check	258.00
172600	10/07/2022	VITAL RECORDS CONTROL	Accounts Payable Check	184.05
172601	10/07/2022	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	35.00
172602	10/07/2022	KAREN B. WYKE	Accounts Payable Check	1,213.20
172603	10/07/2022	DANIEL YORK	Accounts Payable Check	20.00
172604	10/07/2022	YOUTH EVOLUTION SOCCER	Accounts Payable Check	1,843.20
4558	10/13/2022	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	8,940.39
172605	10/13/2022	ATASCADERO MID MGRS ORG UNION	Payroll Vendor Payment	40.00

**City of Atascadero**  
Disbursement Listing

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**1**

<b>Check Number</b>	<b>Check Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
172606	10/13/2022	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,205.00
172607	10/13/2022	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,151.80
172608	10/13/2022	CA FIREFIGHTERS BENEFIT TRUST	Payroll Vendor Payment	1,800.00
172609	10/13/2022	MASS MUTUAL WORKPLACE SOLUTION	Payroll Vendor Payment	14,056.58
172610	10/13/2022	MISSIONSQUARE	Payroll Vendor Payment	7,268.24
172611	10/13/2022	MISSIONSQUARE RETIREMENT	Payroll Vendor Payment	125.00
172612	10/13/2022	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	1,008.73
172613	10/13/2022	NAVIA BENEFIT SOLUTIONS	Payroll Vendor Payment	1,674.10
172614	10/13/2022	SEIU LOCAL 620	Payroll Vendor Payment	822.44
4559	10/14/2022	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	69.92
4560	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	21,329.71
4561	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	35,212.85
4562	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,231.71
4563	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,750.54
4564	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	5,010.41
4565	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	9,593.13
4566	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	11,802.29
4567	10/14/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	18,617.78
4568	10/18/2022	RABOBANK, N.A.	Payroll Vendor Payment	61,369.84
4569	10/18/2022	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	18,854.94
4570	10/18/2022	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	3,043.71
172615	10/21/2022	13 STARS MEDIA	Accounts Payable Check	1,225.00
172616	10/21/2022	2 MEXICANS, LLC	Accounts Payable Check	2,346.50
172617	10/21/2022	A.P.S. AUTOMOTIVE	Accounts Payable Check	344.60
172618	10/21/2022	ADAMSKI,MOROSKI,MADDEN,	Accounts Payable Check	638.50
172619	10/21/2022	AGM CALIFORNIA, INC.	Accounts Payable Check	1,159.00
172620	10/21/2022	ALL ABOUT EVENTS, INC.	Accounts Payable Check	1,223.75
172621	10/21/2022	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	364.00
172622	10/21/2022	ALPHA ELECTRIC SERVICE	Accounts Payable Check	1,187.50
172623	10/21/2022	ALTHOUSE & MEADE, INC.	Accounts Payable Check	1,929.38
172624	10/21/2022	AMERICAN WEST TIRE & AUTO INC	Accounts Payable Check	7,180.50
172625	10/21/2022	AQUA NATURAL SOLUTIONS	Accounts Payable Check	336.80
172626	10/21/2022	KELLY AREBALO	Accounts Payable Check	730.50
172628	10/21/2022	AT&T	Accounts Payable Check	1,440.94
172629	10/21/2022	ATM ADVANTAGE PLUS	Accounts Payable Check	175.00
172630	10/21/2022	AVILA TRAFFIC SAFETY	Accounts Payable Check	136.80
172631	10/21/2022	BADGE FRAME, INC.	Accounts Payable Check	209.14
172632	10/21/2022	BANK OF NEW YORK MELLON	Accounts Payable Check	1,925.00
172633	10/21/2022	BELL'S PLUMBING REPAIR, INC.	Accounts Payable Check	195.00
172634	10/21/2022	BERRY MAN, INC.	Accounts Payable Check	422.35
172635	10/21/2022	BOB HALL & ASSOCIATES	Accounts Payable Check	1,300.00
172636	10/21/2022	BOUND TREE MEDICAL, LLC	Accounts Payable Check	859.30
172637	10/21/2022	BRANCH SMITH PROPERTIES	Accounts Payable Check	374.00

**City of Atascadero**  
Disbursement Listing

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172638	10/21/2022	BRENDLER JANITORIAL SERVICE	Accounts Payable Check	1,770.00
172639	10/21/2022	BURKE,WILLIAMS, & SORENSON LLP	Accounts Payable Check	24,530.42
172640	10/21/2022	BURT INDUSTRIAL SUPPLY	Accounts Payable Check	540.40
172641	10/21/2022	CA BUILDING STANDARDS COMM.	Accounts Payable Check	340.21
172642	10/21/2022	CA DEPT OF TAX AND FEE ADMIN.	Accounts Payable Check	4,237.00
172643	10/21/2022	CARQUEST OF ATASCADERO	Accounts Payable Check	638.24
172644	10/21/2022	CASTLEROCK DEVELOPMENT	Accounts Payable Check	674.41
172645	10/21/2022	CDCE, INC.	Accounts Payable Check	7,576.25
172646	10/21/2022	CHARTER COMMUNICATIONS	Accounts Payable Check	2,040.23
172647	10/21/2022	COASTAL COPY, INC.	Accounts Payable Check	305.70
172648	10/21/2022	CRISP IMAGING	Accounts Payable Check	162.86
172649	10/21/2022	CRYSTAL CREAMERY, INC.	Accounts Payable Check	435.76
172650	10/21/2022	CULLIGAN/CENTRAL COAST WTR TRT	Accounts Payable Check	70.00
172651	10/21/2022	DARRYL'S LOCK AND SAFE	Accounts Payable Check	15.00
172652	10/21/2022	DEPARTMENT OF CONSERVATION	Accounts Payable Check	2,493.28
172653	10/21/2022	DEPARTMENT OF JUSTICE	Accounts Payable Check	630.00
172654	10/21/2022	DEPT. OF THE CA HIGHWAY PATROL	Accounts Payable Check	893.68
172655	10/21/2022	DOC BURNSTEIN'S CREAMERY	Accounts Payable Check	1,391.16
172656	10/21/2022	FERRELL'S AUTO REPAIR	Accounts Payable Check	535.74
172657	10/21/2022	FGL ENVIRONMENTAL	Accounts Payable Check	890.00
172658	10/21/2022	FRANCHISE TAX BOARD	Accounts Payable Check	40.50
172659	10/21/2022	GAS COMPANY	Accounts Payable Check	464.53
172660	10/21/2022	GRAINGER	Accounts Payable Check	44.94
172661	10/21/2022	KATHLEEN GROGAN	Accounts Payable Check	1,600.00
172662	10/21/2022	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	13,185.99
172663	10/21/2022	HARRIS STAGE LINES, LLC	Accounts Payable Check	900.00
172664	10/21/2022	RAMON HERNANDEZ	Accounts Payable Check	734.04
172665	10/21/2022	HOT FOCUS, INC.	Accounts Payable Check	669.00
172666	10/21/2022	RACHEL HUNTER	Accounts Payable Check	141.25
172667	10/21/2022	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	38.22
172668	10/21/2022	JIFFY LUBE	Accounts Payable Check	71.39
172669	10/21/2022	JK'S UNLIMITED, INC.	Accounts Payable Check	554.06
172670	10/21/2022	KPRL 1230 AM	Accounts Payable Check	695.00
172671	10/21/2022	L.N. CURTIS & SONS	Accounts Payable Check	94,374.36
172672	10/21/2022	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	502.57
172673	10/21/2022	LOLAS LETTERS CENTRL COAST LLC	Accounts Payable Check	575.00
172674	10/21/2022	CRAIG C. LOWRIE	Accounts Payable Check	150.00
172675	10/21/2022	EBONY LUCIEN	Accounts Payable Check	30.00
172676	10/21/2022	MADRONE LANDSCAPES, INC.	Accounts Payable Check	402.51
172677	10/21/2022	MCMASTER-CARR SUPPLY CO.	Accounts Payable Check	175.68
172678	10/21/2022	SAMUEL HENRY MCMILLAN, JR.	Accounts Payable Check	100.00
172679	10/21/2022	METRO MEDIA	Accounts Payable Check	1,095.00
172680	10/21/2022	MID-COAST MOWER & SAW, INC.	Accounts Payable Check	84.95

City of Atascadero  
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Check Number	Check Date	Vendor	Description	Amount
172681	10/21/2022	MIG	Accounts Payable Check	6,090.00
172682	10/21/2022	MINER'S ACE HARDWARE	Accounts Payable Check	786.89
172683	10/21/2022	MATTHEW J. MIRANDA	Accounts Payable Check	76.00
172684	10/21/2022	MISSION UNIFORM SERVICE	Accounts Payable Check	433.78
172685	10/21/2022	MUNICIPAL MAINT EQUIPMENT, INC	Accounts Payable Check	293.46
172686	10/21/2022	NATIONAL AUTO FLEET GROUP	Accounts Payable Check	82,237.90
172687	10/21/2022	NBS	Accounts Payable Check	7,668.54
172688	10/21/2022	NCI AFFILIATES, INC	Accounts Payable Check	825.00
172689	10/21/2022	NEW TIMES	Accounts Payable Check	833.00
172690	10/21/2022	HEATHER NEWSOM	Accounts Payable Check	435.00
172691	10/21/2022	NIELSEN,MERKSAMER,PARRINELLO,	Accounts Payable Check	486.50
172692	10/21/2022	DANIELLE NUNES-HAKANSON	Accounts Payable Check	37.25
172693	10/21/2022	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	475.54
172694	10/21/2022	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	45,736.46
172695	10/21/2022	PAVEMENT ENGINEERING, INC.	Accounts Payable Check	15,141.25
172696	10/21/2022	RICARDO PAZ	Accounts Payable Check	175.00
172697	10/21/2022	PEAKWIFI, LLC	Accounts Payable Check	650.00
172698	10/21/2022	PERRY'S PARCEL & GIFT	Accounts Payable Check	10.21
172699	10/21/2022	SCOTT E. PIPAN	Accounts Payable Check	149.00
172700	10/21/2022	PROCARE JANITORIAL SUPPLY,INC.	Accounts Payable Check	352.62
172701	10/21/2022	PRW STEEL SUPPLY, INC.	Accounts Payable Check	2,446.64
172702	10/21/2022	QUADIENT, INC.	Accounts Payable Check	4,160.78
172703	10/21/2022	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	365.00
172704	10/21/2022	READYREFRESH BY NESTLE	Accounts Payable Check	172.35
172705	10/21/2022	RECOGNITION WORKS	Accounts Payable Check	739.50
172706	10/21/2022	RICK ENGINEERING COMPANY	Accounts Payable Check	16,962.50
172707	10/21/2022	BRIAN S. RICKS	Accounts Payable Check	75.00
172708	10/21/2022	ROLSON MUSIC & SOUND	Accounts Payable Check	1,275.00
172709	10/21/2022	SLO AXE CO, LLC	Accounts Payable Check	370.00
172710	10/21/2022	SLO CO AIR POLLUTION CTRL DIST	Accounts Payable Check	1,350.00
172711	10/21/2022	SLO COUNTY TAX COLLECTOR	Accounts Payable Check	71.64
172712	10/21/2022	SO. BAY REG. PUBLIC SAFETY	Accounts Payable Check	85.00
172713	10/21/2022	SOUTH COAST EMERGENCY VEH SVC	Accounts Payable Check	1,246.83
172714	10/21/2022	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	695,764.04
172715	10/21/2022	SPEAKWRITE, LLC.	Accounts Payable Check	170.20
172716	10/21/2022	STANLEY CONVERGENT SECURITY	Accounts Payable Check	775.96
172717	10/21/2022	TARGET SOLUTIONS LEARNING, LLC	Accounts Payable Check	1,493.76
172718	10/21/2022	TESCO CONTROLS, INC.	Accounts Payable Check	145.00
172719	10/21/2022	CHRISTOPHER DANIEL THOMAS	Accounts Payable Check	200.00
172720	10/21/2022	TRIBUNE	Accounts Payable Check	47.99
172726	10/21/2022	U.S. BANK	Accounts Payable Check	45,091.37
172727	10/21/2022	U.S. POSTAL SERVICE	Accounts Payable Check	3,000.00
172728	10/21/2022	ULINE, INC.	Accounts Payable Check	663.01

**City of Atascadero**  
Disbursement Listing

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172729	10/21/2022	ULTREX BUSINESS PRODUCTS	Accounts Payable Check	69.97
172730	10/21/2022	VERDIN	Accounts Payable Check	24,766.84
172731	10/21/2022	VERIZON WIRELESS	Accounts Payable Check	48.58
172732	10/21/2022	VINO VICE, INC.	Accounts Payable Check	612.75
172733	10/21/2022	VITAL RECORDS CONTROL	Accounts Payable Check	184.09
172734	10/21/2022	WALLACE GROUP	Accounts Payable Check	22,219.77
172735	10/21/2022	WCJ PROPERTY SERVICES	Accounts Payable Check	121.50
172736	10/21/2022	ZOOM IMAGING SOLUTIONS, INC.	Accounts Payable Check	986.91
4571	10/27/2022	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	8,940.39
172737	10/27/2022	ATASCADERO MID MGRS ORG UNION	Payroll Vendor Payment	40.00
172738	10/27/2022	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,205.00
172739	10/27/2022	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,151.80
172740	10/27/2022	CA FIREFIGHTERS BENEFIT TRUST	Payroll Vendor Payment	1,800.00
172741	10/27/2022	MASS MUTUAL WORKPLACE SOLUTION	Payroll Vendor Payment	7,237.82
172742	10/27/2022	MISSIONSQUARE	Payroll Vendor Payment	6,766.54
172743	10/27/2022	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	989.85
172744	10/27/2022	NAVIA BENEFIT SOLUTIONS	Payroll Vendor Payment	1,674.10
172745	10/27/2022	SEIU LOCAL 620	Payroll Vendor Payment	800.43
4572	10/28/2022	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	69.92
4573	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	21,049.32
4574	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	34,848.47
4575	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,510.41
4576	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	2,750.54
4577	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	5,005.31
4578	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	9,727.97
4579	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	12,871.20
4580	10/28/2022	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEI	Payroll Vendor Payment	18,048.07
				<u>\$2,357,321.43</u>



# ***Atascadero City Council***

## ***Staff Report – Public Works Department***

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### **2023 Community Development Block Grant Draft Recommendations**

#### **RECOMMENDATION:**

Council develop and adopt draft recommendations for the 2023 Community Development Block Grant (CDBG) funds.

#### **DISCUSSION:**

##### Background

The award process for the 2023 cycle of Community Development Block Grants (CDBG) began in the fall of 2022. Workshops were held throughout the County to solicit public comment on community needs. The County published a request for CDBG proposals and the City received four applications. The City of Atascadero's total available funding for the 2023 cycle, based on previous levels, is anticipated to be approximately \$139,689. Final funding amounts are anticipated to be released by the Department of Housing and Community Development (HUD) in Spring 2023.

CDBG funds are available for community development activities, which meet at least one of the three national objectives:

1. A benefit to low and moderate-income persons;
2. Aid in the prevention or elimination of blight;
3. Address urgent needs that pose a serious and immediate threat to the health or welfare of the community.

In order for a program to qualify under the low and moderate income objective, at least 51% of the persons benefiting from the project or program must earn no more than 80% of the area median. Additionally, at least 70% of the CDBG funds must be spent toward this objective.

The following criteria should also be used to guide selection of CDBG programs:

1. The proposal is consistent with the national objectives and eligibility criteria of the HUD CDBG program;
2. The proposal is consistent with the Urban County Consolidated Plan;

3. The proposal is consistent with the General Plan and other City codes/ordinances.
4. The proposal will achieve multiple community development objectives;
5. The proposal can be implemented in a timely manner, without significant environmental, policy, procedural, legal, or fiscal obstacles to overcome; and
6. The project is not financially feasible without CDBG funding.

CDBG funding is broken into three categories: Public Facilities and Housing Projects, Public Services, and Administration. Award allocations for Public Services and Administration cannot exceed 15% and 20%, respectively, of the total CDBG funding amount. The Public Facilities and Housing Projects category does not have any cap limitations. Council can increase CDBG funding to Public Facilities and Housing Projects while reducing the funding to Public Services and/or Administration to an amount less than the category cap limits. It should be noted that the County Administrative costs are set to 13% of the total CDBG amount to cover their estimated costs to administer the program.

There is a minimum award threshold of \$8,000 per project (application), meaning the City can allocate less than \$8,000 for a particular public service activity if another agency in the County commits to programming the remainder to equal a Countywide cumulative total of at least \$8,000. Furthermore, Council may recommend a CDBG award more than or less than the amounts requested on the applications. Council can only make award recommendations to those applications received for the funding cycle.

Analysis

The City received the following applications for the 2023 funding cycle:

<b>Public Facilities (PF) and Housing Projects (HP) – Estimated 2023 Allocation \$90,798</b>	
City of Atascadero – ADA Accessibility Barrier Removal Projects (Santa Rosa, Viejo Camino)	\$100,000
<b>Public Services – Limited to 15% of 2023 Allocation (\$20,953)</b>	
El Camino Homeless Organization (ECHO) – Operation of Homeless Shelter	12,000
5 Cities Homeless Coalition – Subsistence Payments, Homeless Assistance & Security Deposits	4,667
Peoples’ Self Help Housing – Supportive Housing Program	19,400
<b>Administration – Limited to 20% of 2023 Allocation (\$27,938)</b>	
City Program Administration Costs	9,778
County Program Administration Costs	18,160
<b>Total Funds Requested</b>	<b>\$164,005</b>
<b>Estimated Funds Available</b>	<b>\$139,689</b>
<b>Net Difference</b>	<b>(\$24,316)</b>

One application was received for the Public Facilities/Housing Projects category totaling \$100,000, which exceeds the estimated category allocation of \$90,798 by \$9,202. Three applicants were received for the Public Services category totaling \$36,067, which exceeds the estimated category allocation of \$20,953 by \$15,114. As part of the CDBG

process, Council must develop a draft recommendation for the 2023 grant year that meets the funding criteria while adhering to the categorical limits.

Upon approval, the draft funding recommendations will be forwarded to the County for publishing along with recommendations from all participating agencies. A minimum of 30 days after publication, a second workshop will be held to allow questions from applicants regarding the draft recommendations, after which the draft allocations will be forwarded to City Council, with comments from the workshop, for final approval and forwarded to the County Board of Supervisors. The following is a brief explanation of the funding groups and applications within each:

**PUBLIC FACILITIES (PF) & HOUSING PROJECTS (HP) 2023 Funds Available: \$90,798**

*Public Facilities are defined as activities relating to real property, including the acquisition, construction, rehabilitation or installation of public improvements.*

City of Atascadero –ADA Accessibility Barrier Removal Projects  
Funds Requested: \$100,000

*Viejo Camino Sidewalk Accessibility Project*

The City of Atascadero submitted an CDBG application this cycle for the Viejo Camino Sidewalk Accessibility Project. This project proposes to remove and replace approximately 450 linear feet of currently non-ADA compliant sidewalk, and a curb ramp at two locations on Viejo Camino between El Camino Real and Halcon Road. The sidewalk infill will also provide connection to a regional bus stop which will provide a new bench and shelter for riders. RTA has provided a letter of support for this project. This project warrants improvements to increase accessibility for the traveling public due to its dilapidated and non-compliant condition. The infrastructure improvements providing wheelchair ramps and ADA compliant sidewalks will aid those with mobility impairments.

Council previously approved CDBG funding in 2021 in the amount of \$68,683 for partial funding of the Viejo Camino Sidewalk Project. Due to rapidly escalating construction costs over the last two years, the estimated total project cost is now estimated at \$225,000, which requires roughly \$157,000 in additional funding to complete.

*Santa Rosa Road Sidewalk and Ramps Improvement Project*

This project proposes to remove and replace approximately 400 linear feet of non-ADA compliant sidewalk and curb ramps on the north side of Santa Rosa Road between the US 101 northbound on-ramp and El Camino Real. To date, there has been \$238,213 in total CDBG funds allocated to this project, but recent estimated total project costs have increased to \$315,000, leaving a funding shortfall of approximately \$77,000. Construction plans and specifications are complete and the project is ready for public bidding pending resolution of the funding shortfall. Once resolved, staff is anticipating construction in 2023.

*Staff Recommendation*

Staff recommends that Council make a draft recommendation to award the available 2023 CDBG funding to the Santa Rosa Road Sidewalk and Ramps Improvement Project. Although this project was not part of the City's application for 2023 CDBG cycle funding,

it was previously awarded CDBG funding and construction costs escalation has created a funding shortfall. Any remaining CDBG funds after project construction can be reallocated to the Viejo Camino Sidewalk Project. City staff is currently coordinating with the County on this matter and will provide an update at the Council meeting.

**PUBLIC SERVICES** – (15% cap)

**2023 Funds Available: \$20,953**

*CDBG regulations allow for a wide range of public service activities, including, but not limited to: employment services, crime prevention, childcare, health services, substance abuse services, fair housing counseling and recreational services.*

**El Camino Homeless Organization (ECHO) Navigation Centers – Operation of Homeless Shelter and Meals**

**Funds Requested: \$12,000**

ECHO operates Navigation Centers with overnight shelters in Atascadero and Paso Robles. This program provides funding for operational costs at both Navigation Centers, including utilities, food for meal programs, shelter supplies, insurance, and maintenance, as well as for staff positions. The project also supports all or a portion of the following staff salaries at the two sites: four case managers, two overnight shelter coordinators, a volunteer coordinator, a shelter manager, a client services manager, and a daytime program manager.

ECHO's Atascadero Navigator Center has a 60-bed shelter serving all county residents, and providing care for medically fragile clients. Through a partnership with People's Self-Help Housing and Housing Authority SLO, ECHO added 60 beds in 2020 by purchasing a Motel 6 property in Paso Robles with a state Project Homekey grant.

At the Navigation Centers, shelter clients and the unsheltered access case management, employment and benefits resources, and housing resources. ECHO helps clients to connect with agencies providing health and mental health services, recovery programs, educational assistance, and other services that will help clients reach their goals of stable housing and physical and mental well-being. The public shower program provides access to showers and donated clothing five times weekly for those not staying in a shelter.

**5 Cities Homeless Coalition (5CHC) – Homeless Services: Shelter, Outreach & Homeless Prevention**

**Funds Requested: \$4,667**

Rapid re-housing involves case management targeted at identifying displaced clients' most essential needs and connecting them to community resources. A case manager works with the household to create a budget, identify income opportunities, determine eligibility for entitlement programs (such as SSI and SSDI), research housing options, and create and carryout case plans. Homeless Prevention Services are provided to those at immediate risk of homelessness based on need and qualification. Clients receive targeted case management services per their individual circumstance, in addition to direct financial assistance to enable them to remain in their housing, or deposit assistance needed to re-house them to prevent homelessness. Services may include financial literacy, job and income counseling, benefits and housing search support.

The goal is to assist participants to secure long-term stable housing that they can afford to retain. By connecting people with a home, they are in a better position to address other challenges that may have led to their homelessness, such as obtaining employment or addressing substance abuse issues.

5CHC spends an average of \$4,500 to move families into housing (deposit and first month's rent). Since July 1, 2022 rents have increased an average of \$200-\$400 per month. The increases in deposits and monthly rents has a direct effect on the number of households projected to be served by 5CHA resulting in a request for additional funding.

Peoples' Self-Help Housing (PSHH) – SLO County Supportive Housing Program  
Funds Requested: \$19,400

PSHH will provide clinical social services and case management through the San Luis Obispo County Supportive Housing Program (SHP), developing personalized wrap-around services for those living at PSHH's 27 affordable, sliding-scale rental properties in the County. Most households are certified as very-low-income at time of move-in, meaning they earn 50% or less of Area Median Income. Free confidential services are provided by licensed and associate clinical social workers with a master's degree in social services.

PSHH will provide continued services at PSHH properties throughout San Luis Obispo County. SHP will serve approximately 514 households through over 3,500 hours of clinical social work and case management.

**ADMINISTRATION – (20% cap)**

**2023 Funds Available: \$27,938**

City of Atascadero – CDBG Program Administration - (7% cap)  
Allocated Funds: \$9,778

Significant City staff time from Public Works and Administrative Services is required for CDBG administration, and coordination with County Planning staff. The City's administrative portion of the funding cannot exceed 7%, or \$9,778 of the total administrative grant amount.

If administration costs exceed the funding allocation, the remaining cost of administering the program will need to be paid from the general fund.

County of San Luis Obispo – CDBG Program Administration- (13% cap)  
Allocated Funds: \$18,160

Due to the complexity of grant administration responsibilities and the consequences of non-compliance, HUD recommends that the County provide all monitoring and oversight for all CDBG grants. The County assumes the duties of project oversight, and receives a required 13% of the total grant funds for administration services for Atascadero in the amount of \$18,160.

Conclusion

The City received funding requests for approximately \$24,316 more than the anticipated 2023 available CDBG funding. In addition, there are limits related to categories of funding for Public Services and Administration. As part of the CDBG process, Council must develop a draft recommendation for the 2023 grant year that meets the funding criteria while adhering to the category limits. A final recommendation will be made by Council in March 2023.

**FISCAL IMPACT:**

Approval of Atascadero's total 2023 CDBG allocation would result in the estimated revenue and expenditure of \$139,689 of CDBG funds.

**ALTERNATIVES:**

CDBG allocation awards must meet program requirements, providing a minimum of 70% of funding to benefit low- and moderate-income persons, and no more than 15% may be allocated to the public service category.

**ATTACHMENTS:**

None; a complete packet of submitted applications is available for public review at the City of Atascadero, Public Works Department, 6500 Palma Avenue.



# ***Atascadero City Council***

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

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### **North County Broadband Strategic Plan Project Update**

#### **RECOMMENDATION:**

Council to receive an update from the North County Broadband Project Consulting Team.

#### **DISCUSSION:**

##### **Project Background:**

The City of Atascadero Action Plan for 2021-2023 prioritizes the enhancement of broadband internet infrastructure in our community. The Cities of Atascadero and Paso 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 selected TeleworX to develop the North County Broadband Strategic Plan.

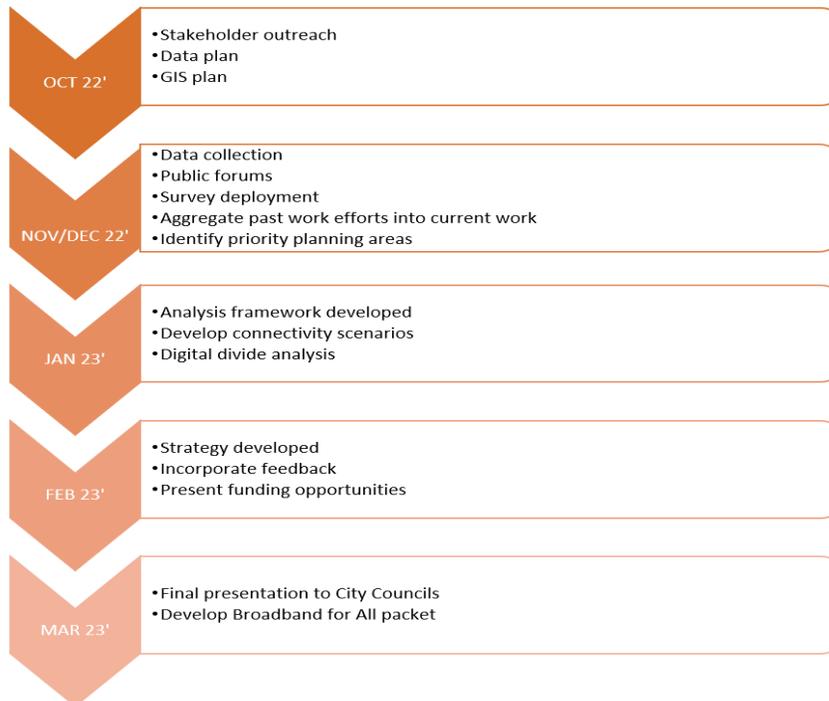
On November 4, 2022, the cities were notified that they had successfully secured a Broadband Local Area Technical Assistance (LATA) grant through a joint application submitted in September. The Cities will be reimbursed for the full \$200,000 costs of this project through this grant.

The Strategic Plan Project kicked off in early October and is estimated to be a 22-week project ending in March of 2023. The Project includes data analysis, the identification of broadband needs and gaps in Northern San Luis Obispo County, and the creation of a strategic plan to meet those needs. The 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, decision-makers, 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.

**Project Timeline:**



**Project Update:**

The project is currently in the data and information-gathering phase. Stakeholder outreach, mapping, data inventory, and data collection are currently underway. Critical to the data collection process is the engagement of the general public in a community survey and local speed testing effort. The Pacific Coast Broadband Consortium has prepared an anonymous online survey for our residents and businesses to take from their homes or workplace to collect data points about their current internet service and speeds. It is important that as many of our community members as possible engage in this survey to help collect a large sample representation of data points.

**The survey is available online at: <https://pcbroadband.org/needsassessment/>.**

This information will be mapped as a layer in a publicly available (open-access) project map database and cross-referenced with other data points to help determine unserved and underserved areas. This information will help inform decision-makers and provide information for future grant applications that help provide equal access to all businesses and residents alike.

On November 16, 2022, the project team hosted an information forum and panel discussion at City Council Chambers from 5:30-7:00 P.M. to discuss the speed test survey and “how to achieve broadband internet for all.” Forum topics included:

- Challenges to internet access for all
- What activities should we be focusing on to ensure digital equity
- Organizational digital inclusion programs and priorities

The next steps are to complete the data collection by the end of 2022 and begin identifying priority planning areas, priority projects, funding possibilities, and systems management. Implementation will also rely on the City’s ability to remove challenges from the fiber installation process and create policies to improve, incentivize, or speed up the installation of additional fiber. The Strategic Plan will provide guidance to staff and decision-makers on scenarios, best practices, and sample policies that can be implemented to achieve our broadband goals.

**FISCAL IMPACT:**

None.

**ATTACHMENTS:**

None.