

**CITY OF SAN JUAN BAUTISTA  
CITY COUNCIL REGULAR MEETING  
COUNCIL CHAMBER, SAN JUAN BAUTISTA CITY HALL  
AND INTERNET VIDEO/AUDIO CONFERENCE SERVICE  
SEPTEMBER 15, 2020  
MINUTES**

**1. CALL TO ORDER** – Mayor Edge called the meeting to order at 6:02 P.M.

**PLEDGE OF ALLEGIANCE** – Vice Mayor Jordan led the Pledge of Allegiance.

**ROLL CALL Present:** Mayor Edge, Vice Mayor Jordan.  
Council Members Flores and Freeman present via internet video/audio conference service. Council Member DeVries joined at 6:15 P.M. via internet video/audio conference service.

**Staff Present:** City Manager Reynolds and City Clerk Cent.  
City Attorney Mall, Senior Planner Mack, Public Information Officer Eagen, Community Liaison Turner and Public Works Supervisor Bryan were present via internet video/audio conference service.

**2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Mayor Edge asked those joining via internet video/audio conference service for public comment. Cara Vonk thanked all staff and the contractor for the Third Street repair work. Irene Guevara and Rosa Vivian Fernandez, both of the San Benito Health Foundation, announced two projects in San Juan Bautista: The Foundation closed on a property on The Alameda for employee housing and a property on Muckelemi & Monterey for a learning health center. They are looking forward to working with City staff and the City Council.

**3. CONSENT ITEMS**

**A. Approve Affidavit of Posting Agenda**

**B. Approve Minutes of Regular Meeting of August 18, 2020**

**C. Approve Minutes of Special Meeting of August 25, 2020**

**D. Approve Resolution 2020-46 Authorizing a Continuation Budget Appropriation for the Period September 15, 2020 through October 20, 2020**

**E. Waive Reading of Ordinances and Resolutions on Tonight's Agenda Beyond Title**

Vice Mayor Jordan made a motion to approve all items in Item 3. Consent Items.

Second by Council Member Flores. A roll call vote was taken: The motion passed 4-0-1 with Council Member DeVries absent.

**4. PRESENTATIONS, INFORMATIONAL ITEMS AND REPORTS**

**A. Proclamation Declaring September as Childhood Cancer Awareness Month**

Mayor Edge read the proclamation. It will be mailed to the recipients. There was no public comment.

**B. Presentation by Clay Kempf, Executive Director of Area Agency on Aging for Santa Cruz and San Benito Counties**

Mayor Edge and City Manager Reynolds introduced Clay Kempf, the Executive Director of the Area Agency on Aging for Santa Cruz and San Benito counties. Mr. Kempf made a shared screen presentation, which included what services the agency provides. Council members asked questions and provided comments. Cara Vonk suggested putting an informational flyer on the Agency in the City's utility bills; Mr. Kempf would follow up with staff on the suggestion.

**C. Monthly Financial Statements**

City Manger Reynolds reviewed the statements and offered to answer questions. There was no public comment.

**D. City Manager's Report**

City Manager Reynolds reviewed his report. Council members provided comments and asked Mr. Reynolds questions. There was no public comment.

**E. Reports from City Council Appointees to Regional Organizations and Committees**

Council Member Freeman reported on the AMBAG meeting from the previous week and Monterey Bay Community Power's name change goes into effect on September 4 to Central Coast Community Energy (C3E). Council Member Flores reported LAFCo did not meet this month. Council Member DeVries would report on the Urban Growth Boundary Committee when the item comes up later on tonight's agenda. Vice Mayor Jordan reported the Water Resources Association did not meet; she would have news from the League of California Cities Monterey Bay Division in the future. Mayor Edge thanked Clay Kempf of AAA for his presentation.

**5. ACTION ITEMS**

**A. Review the Draft Water and Wastewater Master Plans and Consider a Resolution to Accept the Plans**

City Manager Reynolds presented his report. Mr. Reynolds reported the survey on income to determine DAC (Disadvantaged Community) status needs to be out as soon as possible. He also announced there would be a Town Hall meeting on Tuesday, September 29, 2020, to receive comments from the public regarding the possible compliance projects. He reported the Council would need to select the compliance projects by October 15, 2020. Mr. Reynolds answered questions from Council members. Nicole Franco commented public comment was not asked for during the City Manager's Report earlier in the meeting. Council Member Flores made a motion to approve Resolution 2020-47 Accepting the Draft Water and Waste Water Master Plans. Second by Vice Mayor Jordan. A roll call vote was taken: The motion passed 5-0.

**B. Consider a Contract Agreement with Harris and Associates, not to exceed \$22,500, to Conduct a Sphere of Influence Study and Authorize the City Manager to Sign the Contract**

City Manager Reynolds presented his report, which included the Mission statement of the Urban Growth Boundary ad-hoc committee: The mission of this committee is to establish limits to and boundaries from growth that will serve and protect the City of San

Juan Bautista now and into the future. Council Member DeVries reported the current status of the City's Urban Growth Boundary and Sphere of Influence. Senior Planner Mack gave a summary of the scope of work for the project, including working on the Sphere of Influence first to present to LAFCo. There was no public comment. Council Member Freeman made a motion to approve Resolution 2020-48 Authorizing the City Manager to Execute a Contract Agreement With Harris & Associates in an Amount Not To Exceed \$22,500 To Conduct A Sphere of Influence Study. Second by Council Member DeVries. A roll call vote was taken: The motion passed 5-0.

**C. Approve a Resolution Enforcing San Juan Bautista Ordinance 2020-02, that added Section 28 to Title 5: Banning the Use of Certain Plastics and Establishing a Sustainable Food Service Ware and Retail Bags Ordinance**

City Manager Reynolds presented his report which included the history of the Ordinance, provisions in the Ordinance and the plan for compliance by December 31, 2020. Council members provided comments. Public comment was received from Dan Fernandez who was pleased the report completed by his students could be used and his class could work with the City successfully. Nicole Franco asked why \$40,000 was needed for new blue prints of the Verutti Park Rest Rooms and what was wrong with the ones that had been done. Mayor Edge made a point of order. City Manager Reynolds would address Ms. Franco's question later in the meeting during City Manager Comments. Council Member DeVries made a motion to approve Resolution 2020-49 Enforcing San Juan Bautista Ordinance 2020-02, that added Section 28 to Title 5: Banning the Use of Certain Plastics and Establishing a Sustainable Food Service Ware and Retail Bags Ordinance and as listed in the staff report. Second by Council Member Flores. A roll call vote was taken: The motion passed 5-0.

## **6. DISCUSSION ITEMS**

### **A. COVID-19 Update**

City Manager Reynolds presented a report, which confirmed a State of Emergency. Mr. Reynolds also described the current methods by Code Enforcement regarding wearing masks and keeping distance. Council members asked questions of staff and made comments, including concerns about Halloween Trick-or-Treating. Nicole Franco thanked those wearing masks in public, wanted to know who was doing enforcement when Code Enforcement Officer Brown was out, and what Mr. Brown's schedule was. Jackie Morris-Lopez supports the City taking the lead to enforce the mask ordinance, and felt there needs to be more effort on businesses serving alcohol and food as she felt people were too close and is concerned about the spread of the virus.

### **B. November 3, 2020 Election: Write-in Period Open Until October 20, 2020 – City Clerk**

City Clerk Cent reported the write-in filing dates for candidates goes until October 20, 2020, and those wishing to be write-in candidates must submit all the required forms, and for interested individuals to contact the Deputy City Clerk at City Hall with questions or for the required paperwork. There was no public comment.

## **7. COMMENTS**

### **A. City Council**

Council Member Freeman was looking forward to working with Dan Fernandez in the future. Council Member Flores thanked all those who showed up to tonight's meeting.

Council Member DeVries suggested having a mural contest for the large sheets of plywood put up next to the Bakery.

**B. City Manager**

City Manger Reynolds reported the Verrutti Park Rest Room plans were not for an industrial strength building. Bids from architect firms were \$40,000; a pre-fabricated building would be more affordable, and the project would have to return to the Planning Commission for consideration.

**C. City Attorney**

**D.**

No comments received.

**8. ADJOURNMENT**

Vice Mayor Jordan made a motion to adjourn. Second by Council Member Flores. Mayor Edge adjourned the meeting at 7:51 P.M.

  
Mary Vasquez Edge, Mayor

ATTEST:

  
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Laura Cent, City Clerk