

**CITY OF SAN JUAN BAUTISTA
CITY COUNCIL REGULAR MEETING
COUNCIL CHAMBER, SAN JUAN BUATISTA CITY HALL
AND INTERNET VIDEO/AUDIO CONFERENCE SERVICE
OCTOBER 20, 2020
MINUTES**

1. CALL TO ORDER – Mayor Edge called the meeting to order at 6:00 P.M.

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

ROLL CALL Present: Mayor Edge and Vice Mayor Jordan.
Council Members DeVries, Flores and Freeman present
via internet video/audio conference service.

Staff Present: City Manager Reynolds, City Clerk Cent and Deputy City
Clerk Paetz.
City Attorney Mall, City Engineer Behzad, City Accountant
Cumming, Public Information Officer Eagen, Community
Liaison Turner and Fire Marshal Bedolla 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. There was no public comment.

3. CONSENT ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Minutes of Regular Meeting of September 15, 2020

C. Waive Reading of Ordinances and Resolutions on Tonight's Agenda Beyond Title
Vice Mayor Jordan made a motion to approve all items in one motion in Item 3. Consent
Items. Second by Council Member Flores. A roll call vote was taken: The motion passed
5-0.

4. PRESENTATIONS, INFORMATIONAL ITEMS AND REPORTS

A. Monthly Financial Statements

City Manger Reynolds reviewed the statements. He mentioned the recent Bond
payment otherwise there was not much activity as it was the beginning of the fiscal year.
Mr. Reynolds offered to answer questions. There was no public comment.

B. City Manager's Report

City Manager Reynolds reviewed his report with an onscreen presentation. He reported
on the Town Hall and Special Meeting regarding the water and wastewater projects, a
rate study is being conducted on the City's water and sewer rates, and plans are
progressing for Luck Park Master Plan, Franklin Park, and bathrooms for Verutti Park.
Mr. Reynolds also reported his concept of a new full-time "Public Safety Manager"
position proposed in the budget. Council Member DeVries reported on the Urban

Growth Boundary ad hoc committee meeting. There was no public comment.

C. Reports from City Council Appointees to Regional Organizations and Committees

Vice Mayor Jordan reported the Water Resources Association had not met. Council Member Flores reported on the League of California Cities meeting. Council Member Freeman reported on the AMBAG meeting. There was no public comment.

5. PUBLIC HEARING

A. Consider Approval of a First Amendment to the Franchise Agreement with Recology San Benito County

City Manager Reynolds reviewed the staff report including the history of the delayed rate increase. Kathleen Gallagher of San Benito County Integrated Waste Management presented her report. She described Option Four of establishing a \$250,000 balancing account due to Recology not receiving a rate increase until January 2021, and reported the balancing account requires an amendment to the franchise agreement. Ms. Gallagher reported the County and the City of Hollister have approved the amendment. There was no public comment. Council Member Flores made a motion to approve Resolution 2020-52 Approving Amendment No. 1 to the Franchise Agreement with Recology San Benito County. Second by Vice Mayor Jordan. A roll call vote was taken: The motion passed 5-0.

6. ACTION ITEMS

A. Consider an Agreement with CMAP and the Cities of Gilroy and Hollister for Public, Education, and Government Services (PEG)

Sue Buske of CMAP was introduced to give a report. Due to audio problems she could not be heard and Paul DeSilva, City of Hollister Information Technologies Director and CMAP Board Member, presented a report, including the cities of Hollister and Gilroy have approved the agreement. Council members made comments and asked questions, which Mr. DeSilva answered. There was no public comment. Council Member Flores made a motion to approve Resolution 2020-53 Executing an Agreement with the Cities of Gilroy, Hollister, and the Community Media Access Partnership (CMAP) for Public, Education, and Government (PEG) Services. Second by Vice Mayor Jordan. A roll call vote was taken: The motion passed 5-0.

B. Approve a Change Order to The Don Chapin Construction, Inc. to Install an 8" Sanitary Sewer Line on Old San Juan Hollister Road and Coke Water Service

City Manager Reynolds introduced the report and requested Items 6B be followed by Item 6E. City Engineer Behzad presented her report. She reported the cost would be \$177,000 and would include a 10% contingency for a maximum of \$194,000, with the funds coming from Sewer Capital funds and Water Impact fees. Council Member DeVries asked if this was a change order or a separate agreement. City Attorney Mall reported it was a change order to a contract. Ms. Behzad reported installation of the sewer line was urgent. Staff answered questions from council members. Public comment from Jackie Morris-Lopez, read by Vice Mayor Jordan, felt this work was separate from the Third Street project. City Attorney Mall responded it was not a separate project and the change order was okay. Vice Mayor Jordan made a motion to approve Resolution 2020-54 Authorizing the City Manager to Execute Change Order #7 With The Don Chapin Co, Inc. to Install and 8" Sanitary Sewer Line in San Juan

Hollister Road and Coke Water Service with a maximum of \$194,000. Second by Council Member Flores. A roll call vote was taken: The motion passed 5-0.

At this point in the meeting, Mayor Edge went to Item 6E.

E. Award of Contract to Central Electric for Installation of a New Panel on the San Juan Hollister Road Lift Station

City Engineer Behzad presented her report, including receiving RFPs from Collins Electrical, Central Electric Company and JM Electrical, and the project is necessary to meet the amperage load of the new pumps to be installed. There was no public comment. Council Member DeVries made a motion to approve Resolution 2020-55 Authorizing the City Manager to Execute a Contract with Central Electric for Installation of a New Panel on the San Juan Hollister Road Lift Station. Second by Vice Mayor Jordan. A roll call vote was taken: The motion passed 5-0.

At this point in the meeting, Mayor Edge returned to Item 6C.

C. Approve a Memorandum of Understanding with San Benito County for CARES Act Funding in the Amount of \$23,333 to Support Small and Local Businesses.

City Manager Reynolds presented his report. Council members DeVries and Freeman spoke in support of the Federal funds. Public comment was received from Jackie Morris-Lopez congratulating staff and local businesses. Vice Mayor Jordan made a motion to approve Resolution 2020-56 Authorizing the City Manager to Execute a Memorandum of Understanding Between the City, San Benito County and the City of Hollister to Receive and Disburse an Allocation of CARES Act Funding to Support Small and Local Businesses. Second by Council Member Flores. A roll call vote was taken: The motion passed 5-0.

D. Consider Adoption of a Joint Powers Agreement and ByLaws for California Intergovernmental Risk Authority (CIRA), which will Permit the Merger of PARSAC and REMIF

City Manager Reynolds reviewed the staff report and the City's insurance with PARSAC. Council members made comments regarding the new authority. Administrative Services Manager and PARSAC Board Member Paetz and City Attorney Mall answered questions from Council members. There was no public comment. Council Member Flores made a motion to approve Resolution 2020-57 to adopt a Joint Powers Agreement and Bylaws for California Intergovernmental Risk Authority (CIRA) to Permit the Merger of Public Agency Risk Sharing Authority of California (PARSAC) and the Redwood Empire Municipal Insurance Fund (REMIF). Second by Council Member Freeman. A roll call vote was taken: The motion passed 5-0.

Item 6E was moved to earlier in the meeting, after Item 6B.

F. Fiscal Year 2020-2021 Budget

i. Budget Presentation and Discussion

ii. Consider Resolution 2020-58 to Extend Adoption of the Fiscal Year 2020-2021 Municipal Budget to November 17, 2020

City Manager Reynolds reviewed his report with an onscreen presentation. He reported on the implementation of ClearGov software for the budget preparation and presentation, City personnel changes, and announced a Town Hall budget meeting. City Accountant Cumming reported on the use of Quickbooks and ClearGov to develop and present the budget. Council members provided comments. Jackie Morris-Lopez asked if ClearGov was free and online. City Manager Reynolds responded ClearGov cost \$10,000 per year and it was online, accessible through the City's website. David Medeiros agreed the ClearGov budget presentation was transparent. Council Member DeVries asked about the personnel changes and City Manager Reynolds responded he will bring back more information in November. Yolanda Delgado asked if the new personnel positions would be open to the public to apply, where the money would come from to pay for the positions and if they were needed. Jackie Morris-Lopez requested the job descriptions be posted on the City's website along with an organizational chart. Vice Mayor Jordan made a motion to approve Resolution 2020-58 Authorizing a Continuation Budget Appropriation From October 20, 2020 Until November 17, 2020. Second by Council Member DeVries. A roll call vote was taken: The motion passed 5-0.

7. DISCUSSION ITEMS

A. COVID-19 Update

City Manager Reynolds presented a report, which included revising parklet design guidelines with the Fire Marshal's ways to improve. Council Member DeVries asked questions, which staff responded to. There was no public comment.

B. Water Update

City Manager Reynolds reported the City has complied with the Federal EPA order and is waiting for a formal response, and would start meeting with the SBC Water District regarding pipe installation. Council members provided comments. There was no public comment.

C. November 3, 2020 Election: Write-in Period for City Clerk and City Treasurer Ended Today, October 20, 2020 – City Clerk

City Clerk Cent reported Shawna Freels had qualified as a write-in candidate for City Clerk. There were no qualified write-in candidates for City Council or City Treasurer. City Attorney Mall would present information at the next meeting on filling the City Treasurer position. There was no public comment.

8. COMMENTS

A. City Council

No comments received.

B. City Manager


City Manager Reynolds reported there would be a better microphone next meeting.

C. City Attorney

No comments received.

9. ADJOURNMENT

Vice Mayor Jordan made a motion to adjourn. Second by Council Member Flores.
Mayor Edge adjourned the meeting at 8:42 P.M.



Mary Vasquez Edge, Mayor

ATTEST:



Laura Cent, City Clerk