

**CITY OF SAN JUAN BAUTISTA  
REGULAR CITY COUNCIL MEETING  
MARCH 15, 2022**

**MINUTES**

1. **CALL TO ORDER** – Mayor Leslie Jordan called the meeting to order at 6:00 pm

**PLEDGE OF ALLEGIANCE** – Council Member Freels led the pledge of allegiance

**ROLL CALL - Present:** Mayor Jordan, Vice Mayor Flores, Council Members Edge, Freels and Freeman

**Absent:** None

**Staff Present:** City Manager Reynolds, City Attorney Rathie, City Treasure Sabathia, Assistant City Manager/Community Development Director Foucht, Acting City Clerk Spence, John P. Coggins, RGS, Wendy Cummings, CPA

City Attorney Rathie reported out of the Closed Session where the Council considered all matters. Direction was given, but no action was taken to report.

2. **CERMONIAL ITEMS**

- A. **Swearing in of New City Attorney Robert Rathie by Acting City Clerk Yvonne Spence**

City Attorney Rathie was sworn in by Acting City Clerk Spence.

3. **PUBLIC COMMENT:** Cara Vonk spoke about the roundabout

4. **CONSENT ITEMS:**

- A. **Approve Affidavit of Posting the Agenda**
- B. **Approve Affidavit of Posting Public Hearing Notice**
- C. **Adopt the Minutes of January 18, 2022**
- D. **Adopt a Resolution of the City Council of the City of San Juan Bautista Authorizing Closure of Streets for Certain Special Events in 2022.** Resolution 2022-16 was adopted.
- E. **Adopt a Resolution of the City Council of the City of San Juan Bautista Proclaiming the Reaffirming the Existence of a Local Emergency in the City.** Resolution 2022-17 was adopted.

- F. Adopt a Resolution of the City Council of the City of San Juan Bautista Approving an Agreement for Purchase and Installation of Media Equipment Upgrades to the City Council Chambers.**  
Resolution 2022-018 was adopted.
- G. Adopt a Resolution of the City Council of the City of San Juan Bautista Appointing Two Councilmembers to the Fire Protection Advisory Committee.** Resolution 2022-19 was adopted.
- H. Waive Reading of Ordinances and Resolutions on the Agenda Beyond Title**

When Mayor Jordan asked the Council Member if they wanted to pull any of the items on Consent for further discussion, Council Member Freels requested to pull item 4C, approval of the Minutes of January 18, 2022 because he was not in attendance.

A motion was made by Vice Mayor Flores to approve the remainder of the Consent items. The motion was seconded by Council Member Freels. The motion passed on a roll call vote of 5-0.

**C. Adopt the Minutes of January 18, 2022**

A motion was made by Council Member Edge to approve the minutes and seconded by Council Member Freeman. The motion passed on a 4-0-1 roll call vote with Council Member Freels abstaining.

**5. Presentations, Proclamations, Informational Items and Reports**

**A. Presentation of Washington Street Overpass Community Impact Project Mural by San Benito Arts Council Executive Director, Jennifer Laine and Cal Trans District 6 Landscape Architect Corby Kilmer.**

Jennifer Laine and Corby Kilmer presented a Power Point presentation to the City Council. There are two projects, 1) the mural and beautification of the highway 156 and Washington Street underpass and 2) a community impact project by the San Benito Arts Council. The walls of the underpass will have a mural painted onto the walls of the underpass, the fencing will be replaced, and landscaping will be added to beautify the property. The next step is to secure an artist to paint the mural. These two projects are fully funded by the State. A MOU from the City of San Juan Bautista and Caltrans will be needed. Once the project is finished after three years, there will be maintenance needed from the City of San Juan Bautista. They discussed the community impact project and how they bought together artists and front line workers and community members to design the mural. They would like Council's input on the potential spots for the mural to reside.

When Mayor Jordan called for public comment, Cara, Hannah Marquez and Credo Studio spoke on the topic.

**B. Treasurer's Report and Monthly Financial Statements by City Treasurer Michelle Sabathia**

Treasurer Sabathia gave an update on the monthly financial statements. No public comments were received.

**C. City Manager's Report**

City Manager Reynolds updated the Council using slides. No public comments were received.

**D. Reports from City Council Representatives to Regional Organizations and Committees**

Council Members reported on meetings that they attended. No public comments were received.

**6. PUBLIC HEARING ITEMS**

**A. Introduce an Ordinance of the City of San Juan Bautista Adding Section 3-4-256 to the San Juan Bautista Municipal Code to allow for Liens as a Remedy When Transient Occupancy Tax is Not Remitted by an Operator**

City Manager Reynolds introduced this item to the City Council. He and the City Attorney drafted the ordinance adding "lien which specifies the amount of tax and penalties and interest due and the name and address of the operator". No public comments were received. The Mayor closed the public hearing. This item will come back at the next City Council meeting under Consent.

Vice Mayor Flores made a motion to approve the first reading of the ordinance, the motion was seconded by Council Member Edge. The motion passed on a 5-0 roll call vote.

**B. Introduce an Ordinance of the City of San Juan Bautista Increasing the Formal Bid Limit Requiring City Council Approval and Making Other Revisions to the Municipal Code (Chapter 2-8, Purchasing Procedures)**

City Manager Reynolds presented this item to the City Council stating that he wants to make sure the City's Purchasing Procedures are in compliance with the State Controller's Office Public Contract Code. John Coggins of RGS stated he reviewed Chapter 2.8 and came back with recommendations to raise professional services from \$20,000 to \$50,000

and streamline the process. Any purchases over \$50,000 must go to the City Council for approval. No public comments were received. The Mayor closed the public hearing.

Council Member Freels made a motion to approve the first reading of the ordinance. The motion was seconded by Council Member Edge. The motion passed on a 5-0 roll call vote.

**7. Action Items**

**A. Consider Appeal by Frank Leal of the Payment of the 1% interest Due on Late Transient Occupancy Taxes.**

City Manager Reynolds announced that Mr. Leal requested this item be continued to the next meeting. He is appealing interest owed in the amount of \$16,560. No more interest is being accrued. After discussion, Vice Mayor Flores made a motion to deny the appeal. The motion died due to the lack of a second. No public comments were received.

Council Member Edge made a motion to continue this item to the April 19<sup>th</sup> meeting and if he is a no-show, the penalties will be added back to the total. Council Member Freels seconded the motion. The motion passed on a 5-0 roll call vote.

**B. Approve a Resolution of the City Council of the City of San Juan Bautista Adopting an Amended Memorandum of Understanding (MOUA1) with the City of Hollister to Send Its Domestic Wastewater to the Hollister Treatment Plant**

City Manager Reynolds introduced this item to the City Council and provided a summarized history. No public comments were received.

Council Member Edge made a motion to approve the resolution. The motion was seconded by Vice Mayor Flores. The Resolution was approved on a 5-0 roll call vote. Resolution 2022-20 was approved.

**C. Approve a Resolution of the City Council of the City of San Juan Bautista Extending the Term of the Parklets Encroachment Permit until March 30, 2022.**

Community Development Director Foucht introduced this item to the City Council. Director Foucht corrected the date on the agenda from March 30, 2022 to May 31, 2022.

Upon call for public comment, Cara Vonk spoke on this item.

A motion to approve all three parts of the resolution as amended was made by Vice Mayor Flores. The motion was seconded by Council Member Edge. The Resolution was approved on a 5-0 roll call vote. Resolution 2022-21 was approved.

**D. Appoint City Clerk for the Period Ending December 2022**

A motion to approve the recruitment deadline to 1pm on Friday, April 15, 2022 was made by Council Member Edge. The motion was seconded by Vice Mayor Flores.

Upon call for public comment, Cara Vonk spoke.

The motion passed on a 5-0 roll call vote.

**E. Approve Mayor's Selection of City Council Representatives to Regional Organizations and Committees**

Mayor Jordan announced that the list will remain status quo.

Upon call for public comment, no members of the public spoke.

A motion to approve the Mayor's selection of City Council representatives to regional organizations and committees was made by Council Member Freeman. The motion was seconded by Council Member Freels. The motion passed on a 5-0 roll call vote.

**8. Discussion**

**A. COVID-19 Update**

City Manager Reynolds stated that there is a new virus strain in China that he will continue to follow. There was no public comment.

**B. Water and Wastewater Update**

City Manager Reynolds spoke about the force main to Hollister, surface water on hold, and force main funding efforts. There was no public comment.

**C. Community Development Community Engagement Strategies (Verbal Update)**

The above item was presented by Director Foucht. Director Foucht spoke about the Community Plan February – October 2022, the active transportation plan March – February 2023, and web page presence on the City's web page.

**9. Future Agenda Items**

Council Member Edge requested the following items as future agenda items: the noise ordinance, lap tops donated by LULAC, an update from the Sheriff's Office, stop signs at all intersections, handicap areas downtown, the curbs are too tall. Council Member Freels requested to reach out to Clampers regarding working with the City on restoration projects. He also requested a presentation from the VFW.

**10. Comments**

**A. City Council**

Council Member Freels stated that the VFW Flea Market will be held on March 26, 2022. Mayor Jordon announced that Mongolia is this week and the Arts & Crafts event will be next week. She also announced that this is Women in History Month.

**B. City Manager**

City Manager Reynolds suggested that the comments be moved to the beginning of the agenda to accommodate citizens who are not able to wait to the end of the meeting to hear the comments. He also announced that May is Pride Month.

**C. City Attorney**

City Attorney Rathie thanked the City Council for allowing him to serve the City of San Juan Bautista.

Cara Vonk spoke during public comments to announce that May is also Historical Preservation Month.

- 11. Adjournment:** A motion to adjourn the meeting was made by Council Member Freels. The motion was seconded by Council Member Edge. The motion was approved on a 5-0 roll call vote.

Respectfully submitted:



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Trish Paetz, Deputy City Clerk