



City of San Juan Bautista

The “City of History”

AGENDA

CITY COUNCIL MEETING

CITY HALL COUNCIL CHAMBERS
311 Second Street
San Juan Bautista, California

TUESDAY ~ July 17, 2018

In compliance with the American with Disabilities Act, if you need special assistance to attend or participate in the meeting, please call the City Clerk's Office at (831) 623-4661, extension 13 at least 48 hours prior to the meeting.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the meeting and in the City Clerk's office located at City Hall, 311 Second Street, San Juan Bautista, California during normal business hours.

1. Call to Order

6:00 PM

Pledge of Allegiance Led By Boy Scouts Troup #428
Roll Call

2. Public Comment

The public may address the City Council on items not on the agenda during the “Public Comment” portion of the meeting. Persons wishing to address the City Council will be limited to three (3) minutes. Because the item is not on the agenda, the City Council can take no action on the matter in this meeting. The City Council will hear all public comments and then, if they so desire, they will make comments, ask for clarifications from staff, or request the item be placed on a future agenda for further discussion and/or action.

3. Consent Items

All matters listed under the Consent Agenda may be enacted by one motion authorizing actions indicated for those items so designated. There will be no separate discussion of these items unless requested by a member of the City Council, a staff member, or a citizen.

A. Approve Affidavit of Posting Agenda

B. Approve Minutes for May 15, 2018 Meeting

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

4. Presentations, Informational Items and Reports

A. Legislative Update – Assemblymember Anna Caballero

B. Treasurer's Report

C. Monthly Construction Progress Report

D. Community Development Report

E. City Engineer's Report

F. Public Works Report

G. Wastewater Services Contract Report

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

I. Strategic Plan Committee Report

5. Action Items

A. Consider Appeal by Jason Williams for Rib Cookoff on May 3rd – 5th in 2019

- i. Staff Report: City Manager Michael LaForge
- ii. Discussion
- iii. Public Comment
- iv. Possible Action:
Motion to approve by consensus.

B. Award of Well 6 Project

- i. Staff Report: City Engineer Patrick Dobbins
- ii. Discussion
- iii. Public Comment
- iv. Possible Action:
Motion to award Well 6 Project.

C. Consider Increasing Community Hall User Fee

- i. Staff Report: City Manager Michael LaForge
- ii. Discussion
- iii. Public Comment
- iv. Possible Action:
Motion to approve by consensus increasing Community Hall User Fees.

D. Consider Funding Request for Installation of Pickle Ball Courts at San Juan School

- i. Staff Report: City Manager Michael LaForge
- ii. Discussion
- iii. Public Comment
- iv. Possible Action:
Motion to approve by consensus a donation of \$5,000 for the Renovations to the San Juan School tennis courts.

6. Comments

A. City Council

B. City Manager

C. City Attorney

7. Adjournment

AFFIDAVIT OF POSTING

I, TRISH PAETZ, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE DEPUTY CITY CLERK FOR THE CITY OF SAN JUAN BAUTISTA, AND THAT I POSTED THREE (3) TRUE COPIES OF THE ATTACHED CITY COUNCIL MEETING AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 10th DAY OF JULY 2018, AND I POSTED THEM IN THE FOLLOWING LOCATIONS IN SAID CITY OF SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA.

1. ON THE BULLETIN BOARD AT CITY HALL, 311 SECOND STREET.
2. ON THE BULLETIN BOARD AT THE CITY LIBRARY, 801 SECOND STREET.
3. ON THE BULLETIN BOARD AT THE ENTRANCE TO THE UNITED STATES POST OFFICE, 301 THE ALAMEDA

SIGNED AT SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA,
ON THE 10th DAY OF JULY 2018.



TRISH PAETZ, DEPUTY CITY CLERK

**CITY OF SAN JUAN BAUTISTA
CITY COUNCIL REGULAR MEETING
MAY 15, 2018
DRAFT MINUTES**

1. CALL TO ORDER – Mayor Jim West called the meeting to order at 6:00 p.m.

A. PLEDGE OF ALLEGIANCE – Council Member Martorana led the pledge of allegiance.

B. ROLL CALL Present: Mayor West, Vice Mayor Freeman, Council Members Boch and Martorana.

Council Member DeVries arrived at 6:02 p.m.

Staff Present: City Manager LaForge, City Attorney Mall

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Wanda Guibert spoke in support of the Nyland Ranch Land Grant which will make range land permanent. Jolene Cosio commented that residents and businesses were not notified about street closures for the San Juan School Run and she felt the event was not approved. Heidi Balz spoke in support of the San Juan School Run and confirmed the event was approved by the City Council.

3. CONSENT ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Resolution 2018-19 Approving the Report Prepared in Connection With the Fiscal Year 2018-19 Levy of Assessments in Connection With Valle Vista Landscape and Lighting Maintenance Assessment District No. 1

C. Approve Resolution 2018-20 Declaring Its Intention to Levy and Collect Assessments Within Valle Vista Landscape and Lighting Maintenance Assessment District No. 1 for Fiscal Year 2018-19 and Setting the Time and Place for a Hearing on Said Assessment

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

E. Approve Resolution 2018-21 Calling a General Municipal Election To Be Held On November 6, 2018, Requesting that County of San Benito Agree to Consolidation of Said Election With the Statewide General Election to be Held on Said Date, and Requesting the County to Render Services in Connection With Said Consolidated Election

F. Approve Resolution 2018-22 for Street Closure for Car Show

G. Approve Appointment of Monica Martinez-Guaracha as Youth Commission Adult Advisor

H. Approve Resolution 2018-XX Approving Update to Personnel Policies

I. Approve Resolution 2018-23 Extending a Contract for City Engineering Services with Harris & Associates

- J. Approve Minutes for February 20, 2018 Meeting**
- K. Approve Minutes for March 20, 2018 Meeting**
- L. Approve Resolution 2018-24 Authorizing the Anzar High School Football and Cheer to Sell Fireworks During the July 4, 2018 Holiday**

City Attorney Mall recommended that Agenda Item 3H be removed from the Consent Items and continued to the next council meeting to allow employees the opportunity to read the proposed Personnel Policies and respond to the City Manager.

A motion was made by Council Member Boch and seconded by Council Member Martorana to approve all items on the consent agenda except Item 3H with Council Member DeVries amending the motion that copies of the proposed Personnel Policies be given to City employees to read and that the resolution be ready for the next City Council meeting. The motion passed unanimously, 5-0.

4. PRESENTATIONS, INFORMATIONAL ITEMS AND REPORTS

A. Recognition of Outgoing Youth Commission Adult Advisor Angela Oliviera

Mayor West presented a plaque and thanked Ms. Oliviera for her work with the Youth Commission.

B. Planning Commission Presentation of Certificates of Recognition for National Preservation Month – Darlene Boyd, Planning Commission Chairperson

Planning Commission Chairperson Boyd presented a Proclamation and a framed photograph to the Texas Lodge for their color pallet and repairs made to their building, which was accepted on their behalf by Mandisa Snodey. Ms. Boyd presented a Proclamation and a framed photograph to Emily Renzel, owner of Casa de Anza Adobe, for the replastering work which will protect the historical integrity of the building.

C. National Public Works Week Proclamation

Mayor West read the Proclamation. City Manager LaForge recognized the City's Public Works employees and said there would be a BBQ with the City Council Members and the Public Works employees.

D. Treasurer's Report

City Treasurer Geiger was absent. City Manager LaForge responded to questions regarding the Warrant List.

E. Monthly Construction Progress Report

City Manager LaForge reported that the developers may build but not occupy due to the water issue. Rancho Vista has taken out 11 permits and Copperleaf, none. Council Member DeVries asked why Copperleaf was dormant. City Manager LaForge responded there was no specific reason; Copperleaf had let their workers go and were waiting for the new well. Both have requested to get permits.

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

Council Member Freeman reported from AMBAG on their 30 year traffic plan, and on the Water Resources Association where they discussed water softeners. Council Member Boch reported from COG and a 1% sales tax proposal for the November ballot,

and that CalTrans reports the Highway 156 project will not start until 2020. Council Member DeVries reported on LAFCO, where they discussed whether annexations should be considered at the start of a development. Council Member Martorana reported the Fire Committee meeting was cancelled and then asked that this be an item for discussed at the next City Council meeting.

G. Strategic Plan Committee Report

Shawna Freels reported that the Strategic Plan Committee would give a report later in the meeting.

5. ACTION ITEMS

A. Planning Commission Appointment per SJBMC Section 2-3-110 – Appointment by Council Member Freeman

Council Member Freeman reported on the selection process of Shirley Brewer to be appointed to the Planning Commission. Council Member DeVries asked questions of Ms. Brewer. She responded she has been involved in the planning process and has experience at a county level. Council Member Freeman made a motion to appoint Shirley Brewer to the Planning Commission. Seconded by Council Member DeVries. Motion passed 5-0.

B. Strategic Planning Committee Annual Work Plan for Fiscal Year 2018-19

Committee Chairperson Shawna Freels made a report. She handed out an additional part of the Work Plan. During public comment, Jolene Cosio commented she was not in favor of cannabis tourism as a part of the Farm-based Tourism Plan. Mandisa Snodey spoke in support of the Cultural Walking Tour. Council Member Freeman made a motion to approve the Strategic Planning Committee Annual Work Plan for Fiscal Year 2018-19. Second by Council Member Martorana. The motion passed 5-0.

6. PUBLIC HEARING ITEMS

A. Consider Changes Made to an Ordinance Adding Chapter “Cannabis Facilities Regulatory Permit” to Title 5 “Public Health, Safety and Welfare” of the San Juan Bautista Municipal Code – New First Reading

City Attorney Mall made a report which included procedures for a City Tax certification by the County Clerk and regulatory approval by the City Council. Mayor West opened public comment. Mandisa Snodey asked questions about the timeline for a tax measure. Victor Gomez responded with details for placing a measure on the ballot. Council Member DeVries also gave input on placing a measure on the ballot. Council Member Boch made a motion to introduce again an Ordinance of the City Council of the City of San Juan Bautista adding Chapter “Cannabis Facilities Regulatory Permit” to Title 5 “Public Health, Safety and Welfare” of the San Juan Bautista Municipal Code. Second by Council Member Freeman. The motion passed 5-0.

7. DISCUSSION ITEMS

A. Cannabis Rules and Regulations

A report was presented by Victor Gomez of Pinnacle Strategy, which included a sample application. Mr. Gomez requested feedback on the application. Following discussion among the Council Members, there was a consensus among the Council Members to add greenhouse gas scoring to the rules and regulations. By consensus of the Council

Members, points on water conservation will be included. There was discussion on odor management. During public comment, Rachel Ponce asked what the three new items are to be added. Mandisa Snodey asked about the language of the tax ordinance and gave feedback on the application. Rachel Ponce spoke in support of the community being protected. Mandisa Snodey spoke again regarding the rules and regulations. A person from Marentis Street spoke that costs to open a business in San Juan Bautista are high and they affect the business climate. City Engineer Patrick Dobbins spoke on the impact cannabis operations can have on the City's sewer system. City Manager LaForge asked that effluent testing be added to the rules and regulations. Council Members continued discussion on the rules and regulations with the City Attorney. City Attorney Mall said that to make the changes, there would have to be another first reading.

B. Draft Wording for Cannabis Ballot Initiative and Consider Timeline

The draft ballot measure was not ready. Council Members DeVries and Martorana, City Manager LaForge, City Attorney Mall and Victor Gomez will meet to discuss the draft wording. Council Member DeVries made a motion based on the recommendation of City staff and the City Attorney to continue this item to the next City Council meeting. Second by Council Member Freeman. The motion passed 5-0.

Whereupon, Council, City Attorney and City Manager went into closed session at 8:19 p.m.

8. CLOSED SESSION

A. Conference with Real Property Negotiator

Approximately 0.8 acre portion of APN 002-055-009

City Negotiator: Michael LaForge, City Manager

Property Owner Negotiator: Dale Coke

Under Negotiation: Price and Terms

Pursuant to Government Code Section 54956.8

Direction was provided to the City Manager how to proceed with negotiations.

B. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (One potential case)

As this involves potential litigation, discussion will remain confidential at this time.

9. COMMENTS

A. City Council

No comments were received.

B. City Manager

No comments were received.

C. City Attorney

No comments were received.

10. ADJOURNMENT

WAIVER OF READING OF ORDINANCES

State law requires that an ordinance be read in its entirety prior to adoption unless the City Council waives reading beyond the title. Reading an entire ordinance at the meeting is extremely time-consuming; reading of the title alone usually gives the audience sufficient understanding of what the Council is considering.

To ensure that this waiver is consistently approved by the Council, Council should make the waiver at each meeting, thus, you should do it at this point on the Consent Agenda. The Council then does not have to worry about making this motion when each ordinance comes up on the agenda.

GC36934

City of San Juan Bautista
Revenues ~ Budget Vs. Actual
For the Year Ended June 30, 2018

Item #4B

City Council Meeting

REVENUES					
	<u>Fund</u>	<u>Actuals</u>	<u>Annual Budget</u>	<u>Difference</u>	<u>YTD 100%</u>
General Fund		1,736,251	1,201,950	(534,301)	144%
Special Revenue Funds:					
	Community Development	518,552	161,000	(357,552)	322%
	COPS	100,000	100,000	-	100%
	Rest. & Roads Fund	24,061	16,500	(7,561)	146%
	Valle Vista LLD	20,064	22,720	2,656	88%
	Gas Tax Fund	47,572	332,512	284,940	14%
Enterprise Funds:					
	Water				
	Operations	901,933	754,200	(147,733)	120%
	Capital	321,168	294,820	(26,348)	109%
	Sewer				
	Operations	823,218	857,000	33,782	96%
	Capital	147,890	528,500	380,610	28%
TOTAL Funds		2,904,458	3,067,252	162,794	95%

City of San Juan Bautista
Expenditures ~ Budget Vs. Actual
For the Year Ended June 30, 2018

Item #4B

City Council Meeting

EXPENDITURES		Annual		YTD
Fund	Actuals	Budget	Difference	100%
General Fund:				
City Council	20,972	34,995	14,023	60%
City Attorney	57,958	48,000	(9,958)	121%
City Manager	34,139	29,577	(4,562)	115%
City Clerk	101,968	98,027	(3,941)	104%
City Treasurer	354	2,600	2,246	14%
Finance and Accounting	145,632	133,252	(12,380)	109%
City Library	47,415	67,095	19,680	71%
Fire Department	231,407	241,452	10,045	96%
Law Enforcement	148,555	282,260	133,705	53%
Animal Control	3,500	10,000	6,500	35%
Public Works - Streets	155,237	223,951	68,714	69%
Public Works - Parks and Grounds	153,830	119,289	(34,541)	129%
General Government	42,779	95,221	52,442	45%
Total General Fund Expenditures	1,143,746	1,385,719	241,973	83%
Special Revenue Funds:				
Community Development:				
Engineering	43,641	125,848	82,207	35%
Building	136,054	26,519	(109,535)	513%
Planning	226,220	151,795	(74,425)	149%
COPS	100,000	100,000	-	100%
Rest. & Roads Fund	-	42,000	42,000	0%
Valle Vista LLD	20,177	22,720	2,543	89%
Gas Tax Fund	17,406	357,000	339,594	5%
Internal Service Funds	4,710	121,000	116,290	4%
Enterprise Funds:				
Water:				
Operations	860,976	894,736	33,760	96%
Capital	68,292	872,721	804,429	8%
Sewer				
Operations	891,747	896,327	4,580	99%
Capital	67,791	902,136	834,345	8%
TOTAL Funds	3,580,760	5,898,521	2,317,761	61%

City of San Juan Bautista

Warrant Listing

As of June 30, 2018

Date	Num	Name	Amount
101.000 - Union Bank			
101.001 - Operating Acct. 1948			
06/04/2018	211709	Accent Clean & Sweep, Inc.	-1,237.50
06/04/2018	211710	ACWA Health Benefits Authority	-11,869.74
06/04/2018	211711	US Bank Equipment Finance	-354.24
06/07/2018	211712	A Tool Shed, Inc.	-173.40
06/07/2018	211713	at&t	-243.69
06/07/2018	211714	AVAYA	-210.98
06/07/2018	211715	Brigantino Irrigation, Inc.	-99.37
06/07/2018	211716	Charter Communications	-368.38
06/07/2018	211717	David Taussig & Associates, Inc.	-1,760.87
06/07/2018	211718	De Lage Landen Public Finance	-969.18
06/07/2018	211719	Diane Hanania.	-250.89
06/07/2018	211720	Harris & Associates	-15,877.50
06/07/2018	211721	Hollister Auto Parts, Inc.	-481.42
06/07/2018	211722	J.V. Orta's Rent A Fence	-225.00
06/07/2018	211723	James Walgren, AICP	-600.00
06/07/2018	211724	Joe Guevara	-131.17
06/07/2018	211725	Justin Sanders	-315.00
06/07/2018	211726	Mackenzie Quaid	-100.00
06/07/2018	211727	Michaele LaForge	-500.00
06/07/2018	211728	P G & E	-489.67
06/07/2018	211729	Pinnacle Healthcare Hollister	-94.00
06/07/2018	211730	San Benito County Water District	-8,720.00
06/07/2018	211731	Smith & Enright Landscaping	-1,104.00
06/07/2018	211732	Staples	-225.25
06/07/2018	211733	State Compensation Insurance Fund	-2,432.00
06/07/2018	211734	Uline	-122.16
06/07/2018	211735	US Bank	-7,995.21
06/07/2018	211736	Wellington Law Offices	-5,584.00
06/07/2018	211737	Wendy L. Cumming, CPA	-2,755.00
06/18/2018	211738	4Leaf, Inc.	-31,475.75
06/18/2018	211739	Abbott's Pro Power	-189.55
06/18/2018	211740	Accent Clean & Sweep, Inc.	-1,101.38
06/18/2018	211741	at&t	-70.27
06/18/2018	211742	Bracewell Engineering, Inc.	-13,037.20
06/18/2018	211743	Charter Communications	-114.97
06/18/2018	211744	CMAP	-500.00
06/18/2018	211745	Core & Main	-1,768.74
06/18/2018	211746	Diane Hanania.	-427.28
06/18/2018	211747	Elia Soto.	-700.00
06/18/2018	211748	Francisco Ortiz	-700.00
06/18/2018	211749	Hollister Auto Parts, Inc.	-106.56
06/18/2018	211750	iWordQ Systems	-4,500.00
06/18/2018	211751	Jackson Lewis P.C.	-569.50

City of San Juan Bautista

Warrant Listing

As of June 30, 2018

Date	Num	Name	Amount
06/18/2018	211752	James Walgren, AICP	-600.00
06/18/2018	211753	Judy's Gifts & Awards	-25.74
06/18/2018	211754	KBA Docusys	-227.42
06/18/2018	211755	Level 1 Private Security.	-9,657.00
06/18/2018	211756	Maggiora Bros. Drilling Inc.	-8,400.00
06/18/2018	211757	Maria Isabel Ceja.	-700.00
06/18/2018	211758	Maria Sims.	-700.00
06/18/2018	211759	Mc Kinnon Lumber Co., Inc.	-63.69
06/18/2018	211760	New SV Media	-235.00
06/18/2018	211761	Nova Property Management	-167.87
06/18/2018	211762	P G & E	-4,053.05
06/18/2018	211763	Padron Designz.	-529.20
06/18/2018	211764	PARSAC	-31,270.00
06/18/2018	211765	Paul Champion	-1,021.52
06/18/2018	211766	Rossi Bros Tire & Auto	-50.51
06/18/2018	211767	Rx-Tek	-870.00
06/18/2018	211768	Todd Kennedy	-50.00
06/18/2018	211769	Tri-County Fire Protection, Inc.	-351.58
06/18/2018	211770	Uline	-530.06
06/18/2018	211771	USABlueBook	-370.12
06/26/2018	211772	4Leaf, Inc.	-28,084.05
06/26/2018	211773	AFLAC	-150.57
06/26/2018	211774	Bracewell Engineering, Inc.	-97.50
06/26/2018	211775	Charter Communications	-368.38
06/26/2018	211776	Enrique Hernandez	-120.15
06/26/2018	211777	FedEx	-78.13
06/26/2018	211778	Ferguson Enterprises, Inc.	-124.74
06/26/2018	211779	First Alarm	-555.37
06/26/2018	211780	Hollister Auto Parts, Inc.	-395.10
06/26/2018	211781	Judy's Gifts & Awards	-58.99
06/26/2018	211782	KS State Bank	-5,818.30
06/26/2018	211783	MuniBilling	-360.00
06/26/2018	211784	P G & E	-6,748.30
06/26/2018	211785	Ready Refresh	-76.17
06/26/2018	211786	Rx-Tek	-80.00
06/26/2018	211787	Sentry Alarm System	-360.00
06/26/2018	211788	Sprint	-158.49
06/26/2018	211789	Staples	-660.02
06/26/2018	211790	U.S. Postmaster	-900.00
06/26/2018	211791	Uline	-69.17
06/26/2018	211792	United Site Services of California, Inc.	-318.85
06/26/2018	211793	US Bank Equipment Finance	-247.32
06/26/2018	211794	Valero Marketing & Supply	-845.99
06/26/2018	211795	Wellington Law Offices	-11,656.00
06/26/2018	211796	Wendy L. Cumming, CPA	-4,596.50

City of San Juan Bautista
Warrant Listing
As of June 30, 2018

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
06/27/2018	211797	Sentry Alarm System	-417.00
Total 101.001 - Operating Acct. 1948			-243,768.67
Total 101.000 - Union Bank			-243,768.67
TOTAL			-243,768.67

Memorandum

To: Michael LaForge, City of San Juan Bautista

From: Patrick M. Dobbins, City Engineer

Date: July 10, 2018

Subject: **City Engineer Development Construction Report
Rancho Vista and Copper Leaf Projects**

Recent efforts and activities on these development projects include the following over the last month:

RANCHO VISTA SUBDIVISION **June 10 through July 6, 2018**

Project Coordination Issues:

- 1- Final Map Approval for Phases 5, 6 and 7
- 2- Reviewing Improvement Plans for Phases 5, 6 and 7
- 3- Resolving North Boundary Keystone Wall substitution
- 4- Reviewing Individual Plot Plans

June 1 through June 2.

XL Landscape installing irrigation conduit, water valves and related hardware at various locations including Lavagnino Drive, Trailside Court and Trailside Drive. This includes pressure testing the irrigation lines.

Desilva Gates graded the pedestrian trail at the end of the Trailside Court. Compaction tests were performed to ensure compliance with the approved plans.

June 4 through June 10

XL Landscape continues placing irrigation conduit, water valves and related hardware, also continued pressure testing conduits lines, all passed pressure tests

Hudson Excavation installed electrical wiring at pull-boxes and placed concrete around streetlights.

DeSilva Gates continue working in grading and placing a good place at the end of the cul-de-sac trailside court, behind the Stonewall

XL Landscape start forming concrete sidewalks in the playground area between Lavagnino Drive and Trailside Drive.



June 11 through June 17

XL Landscape forming concrete sidewalk at playground. XL Landscape also poured concrete for portion of the pedestrian sidewalk at the playground area, between Lovington and Trailside Court.

Coastal Lumber placed the final pieces of the wooden fence at the corner of the First Street/Lavagnino Drive

June 18 through June 22

XL Landscape Construction continue placing irrigation lines and water valves, also continued pressure testing conduits lines, all passed pressure tests

On June 20 and June 21, Hudson Excavation delivered the electrical transformers and placed and spliced wires. PG&E specifications were followed and PG&E Staff performed inspections.

June 26 through June 29

XL Landscape continue placing irrigation lines and water valves, also continued pressure testing conduits lines, all passed pressure tests

Granite Construction returned to work on June 27 to finish the last portion of the First Street Bridge. They moved equipment in and started grading and drilling the CIDH piles. This work will take place over the next five weeks.

Photos:





COPPER LEAF SUBDIVISION

June 10 through July 6, 2018

SUMMARY

Builder is clearing lots and started framing the new homes.

City staff is coordinating the limits and specifications for road frontage improvements.

City of San Juan Bautista City Building/Planning Projects

	Project Name - Current City/Development Projects - Upgrades, Changes, Fixes	Issues/Notes/general info	Status	Permit Issuance	Violations	Comments/Complaints Questions	Likelihood of Completion (Red or Green)
	Building/Planning						
1	Casa Rosa	Project not Approved - Violation issued due to work on the interior of the structure without permits or plans. Contact has been made with the property owner. Meeting to take place before the end of July. (7/6/18)	Project was approved by HRB as minor alteration (4/4/17). Scope of work indicates major alteration.	no permits applied for or issued.	building violation issued - Stop Work Order - work commenced without building permit. Building Official would like to inspect current condition of the building. Mandatory inspection needed.	Staff has contacted the architect and internal discussions were discussed about the integrity of the building. Planning met with Historic Society. Staff has been in contact with the applicant. Further discussion is anticipated.	Unknown. Work is on hold because project needs an architect to draft plans
2	Fault Line Restaurant	Project has not started due to the required work having to go throught the Historical Resources Board. Garage was damaged by a tree fall in 2/17. Further building review is needed for the demolished garage. Historic review is required per City Code that references the inventory.	Historical Evaluation is required. Staff met with the architect.	Project is on hold due to historic and building review.	none	Staff is working with the applicant to finish the accessory building and reopen the restaurant. HRB deemed initial work as major alteration and will need HRB approval. Staff has spoken with property owner. Architectural Historians Report is required as well as HRB review. (7/6/18)	unknown
3	10 Franklin existing contruction and demolition	approved per permit in 2015. construction has been ongoing	phase 1 for the multi-unit building construction	yes. For the large multi-family building and a remodel for one of the existing homes onsite	none	It is anticipated to demolish at least one of the other buildings onsite. Addresses have been assigned.	possibly by the end of 2018 per the applicant.
4	Harvey's Lockup	progress is being made on the frontage & right-of-way improvements. Interior sprinklers are not approved by Hollister Fire. Permits to be pulled for Sprinklers.	frontage work is in progress. Fire sprinkler work to be completed when frontage work is complete. Code enforcement to meet with owner.	No active building permits. Encroachment permit to be pulled as needed.		requirments of conditions of approval are in progress.	no-ETA. Owner is reaching out to Hollister Fire.
5	Rancho Vista Subdivision	31 active permits, 6 permits undergoing plan check.	Under Construction	Yes, 31 issued, 6 applications	none	Final Map for Phases 5 through 7 was approved with conditions by Council on 6/26/18.	To be Determined - Estimate of Early 2019
6	Copperleaf Subdivision	20 permits issued as of 6-15-18	Under Construction	Permits have been issued	none	Applicant has been granted the deffering of two Impact fees pending agreement with city. Traffic and Park development fee held until approved agreement or Final Inspection on each project.	To be Determined - Estimate of Winter 2019
7	Building Department activity.	Work continues on both subdivisions while smaller projects take place inside the city. No other notable projects at this time.	n/a	n/a	none	Code Enforcement is making regular rounds to check for work being done without permits.	n/a
8	Well 3 and 6 exchange/Minor subdivision on Mission Vineyard and Old San Juan Road	NOE has been recorded and sent to the State. Resolution is awaiting signature from Debuty City Clerk to make official.	minor subdivision approved by Commission. Engineering working on recording.	no permits issued	none	NOE has been recorded. Commission approved and now to get map recorded. Project is underway with nest areas of study/review.	August of 2018 for the the completion of the exchange process that includes map recording

City of San Juan Bautista City Building/Planning Projects

	Project Name - Current City/Development Projects - Upgrades, Changes, Fixes	Issues/Notes/general info	Status	Permit Issuance	Violations	Comments/Complaints Questions	Likelihood of Completion (Red or Green)
9	70 Muckelemi-No Project name	Applicant wishes to demolish residence that is inside the historical inventory to make way for future projects.	applicant is inquiring about the process involved in demolition.	no	In September of 2017 it was anticipated to hear the case about abating the nuisance by City Council. The item did not make the agenda.	Staff is researching the requirements for the applicant in order to present case to HRB for demololition.	No-ETA yet.
10	Brewery	Project is showing activity towards deed to perfect and continuation of project towards to completion. Weed cleanup direction has been given to the property owner.	no applications yet, working with owner for first submittal.	No permits issued	none	Staff met with the applicants on June 12, 2018. Information was gathered and staff has scheduled to meet with the neighbors on Monday, June 25, 2018. Staff has reorganized files and anticipates to meet with applicants during the week of July 11, 2018.	no-ETA yet
11	General Plan Timeline	General Plan was updated and adopted in 2/16. Staff has been gathering information about the General Plan and the city limits. Adjustments to move city limits to property lines are being discussed. The housing element is being reviewed to track and turn in our housing numbers. We need to do so per State requirement.	n/a	n/a	n/a	Staff was directed on June 12, 2018 to draft a resolution of intent for a General Plan/Zoning amendment to areas of the city. Staff is doing an immediate amendment to the group of parcels on Franklin and crafting up housing information to submit to the State.	n/a
New Development							
1	D'Ambrosia	First Phase Approved	Phase 1 completed	Council Approval of Phase 1. Permits have been previously issued in 10/16, but no construction has taken place. Permits have expired. (permits have a lifespan of 6 months).	none	Phase 2 is antiapted after speaking with the applicant. Staff met with the applicant on 6/29/18. Good meeting and appears to move forward.	The developer has met with staff. Eager to continue with the project
2	Loazza (957 First Street - 4 Parcel Minor Subdivision)	Review has started. Waiting for application payment. Applicants need to be notified they need to pay their application fees all upfront. Staff and City Manager discussed and that was the decision made.	CEQA review completed. Staff is starting review. Working out payment options.	No permits issued	none	Awating the \$5,000 payment at this time.	unknown
3	Gas Station to be located along The Alameda and Hwy 156	project was proposed, but now on hold due to possible litigation	on hold	no permits have been issued	none	Planning Commission directed staff to review and see if the project can be reserected perhaps. Staff work to be done on this matter.	
4	Midnight Express	Approved by Commission Resolution	Applicant is currently working on bringing ultities to site.	Permit issued for main electrical service.	none	Staff is coordinating with the applicant to discuss cost estimates of roadway improvements	staff is working with the applicant about roadway improvements
Infrastructure							
	Traffic Circle						
	Parking						
	Signage						

CIP No.	Project Name	Description	Status	Current Tasks / Issues / Notes	Start Date	End Date	Likelihood of Completion (Red or Green)
	ROADS / PARKING / SIDEWALKS / TRAILS						
CIP 9	3rd between Tualmemei and Muckelemei	Repave street	Preparing Concept Layout in order to prepare Cost Estimate	- Perform site visit to observe pavement conditions - Obtain Geotechnical Report for new pavement section	Concept Plan/Cost: Oct 2018 Prep Bid Document: Nov 2018 Bid Period: January 2019 Contract Award: March 2019 Construct: April/May2019	4/30/2019	
CIP 11	Muckelemei Street between 4th and Monterey	Reconstruct half-street	Preparing Concept Layout in order to prepare Cost Estimate	- Perform site visit to observe pavement conditions - Obtain Geotechnical Report for new pavement section	Concept Plan/Cost: Oct 2018 Prep Bid Document: Nov 2018 Bid Period: January 2019 Contract Award: March 2019 Construct: April/May2019	4/30/2019	
CIP 12	5th Street between Franklin to Mission	Reconstruct street	Preparing Concept Layout in order to prepare Cost Estimate	- Site visit was 5/22/18 - Need to obtain Geotechnical Report for new pavement section	Concept Plan/Cost: Oct 2018 Prep Bid Document: Nov 2018 Bid Period: January 2019 Contract Award: March 2019 Construct: April/May2019	4/30/2019	
CIP 13	San Juan/ Hollister Road Reconstruction	Reconstruct and Widen San Juan/ Hollister Road between The Alameda and Well 6 site	Preparing Concept Layout in order to prepare Cost Estimate	- Confirm cross-section and lane configuration - Include Roundabout Design at The Alameda? - Determine any Environmental issues (creek crossing)	Concept Plan/Cost: June 2018 Prep Bid Document: July 2018 Bid Period: August 2018 Contract Award: Sept 2018 Construct: Oct 2018	10/30/2018	
	WATER						
Carry-over	Well 5	Site Improvements, Well House and Telemetry System	Well is connected to city water system and is well pump is powered with diesel generator	- Need PG&E to connect permanent power		October 2018	
CIP 26	Well 6	Site Acquisition, Equipping, Permitting and Connection to City Water System	- Parcel Map that creates Well Lot was approved at 6/12/19 Planning Commission Meeting. Should be recorded by 6/30/18	-Issued Bid Documents on 6/29/18 for converting the Coke ag well to municipal well 6. Issued Addenddum #1 on 7/06/18. - Bid Opening on 7/11/18	Prep Bid Document: June 2018 Bid Period: June/July 2018 Contract Award: July 2018 Construct: Aug/Sept/Oct 2018	Nov 2018	
CIP 27	Water Master Plan	Have Consultant prepare Water Master Plan	On 3/16/18 Tony Akel emailed a letter proposal with two options (\$25,000 or more detailed study for \$40,000)	Prepare and issue RFP	Prep RFP: July 2018 RFP Period: August 2018 Contract Award: Sept 2018 Prepare Master Plan: Oct - Dec 2018		
CIP 34	Pipeline from SBCWD West Hills Water Treatment Plant	Develop alignment and conceptual cost for nex pipeline	Initial Study Phase	Include this scope in Water System Master Plan RFP (see above item)			
Carry-over	Iron/Manganese Treatment Plant						
CIP 32	1.3M Water Tank Maintenance Contract	Periodic Inspection of interior and exterior of Water Tank	Obtained contractor's quote on 6/22/18 and forwarded to city staff on 6/22/18 with recommndation to authorize the work.	This \$4,400 effort was authorized on 6/29/18. Lead time is approx 12-weeks.			

City of San Juan Bautista City Engineering Projects (7/06/2018)

CIP No.	Project Name	Description	Status	Current Tasks / Issues / Notes	Start Date	End Date	Likelihood of Completion (Red or Green)
	WASTEWATER						
CIP 33	Sludge Removal	Remove 400 to 500 tons of sludge from Pond 2 and haul to John Smith Landfill for disposal	On 5/30/18 submitted memo to Michaela on our recommended approach	Preparing bid documents for \$400,000 sludge removal project based on FY2018/19 budget Will coordinate with the consulting engineer for the D'Ambrosio Vista Project for a staging area for the sludge removal operation	Concept Plan/Cost: April/May 2018 Prep Bid Document: July 2018 Bid Period: August 2018 Contract Award: Sept 2018 Construct: Oct/Nov 2018		
CIP 36	WWTP Capital Planning	Determine repairs and upgrades to ensure plant operation and compliance with RWQCB Permit	On 5/30/18 submitted memo to Michaela on our recommendation for Dudek Consulting to prepare a Risk Analysis and Capital Improvement Planning to determine upgrades needed to ensure plant operation	Per 6/28/18 meeting with City Manager, will include WWTP Capital Improvement Planning scope in Water and Sewer Master Planning RFP	Prep RFP: July 2018 RFP Period: August 2018 Contract Award: Sept 2018 Prepare Master Plan: Oct - Dec 2018		
CIP 36	Sewer Master Plan	Have Consultant prepare Sewer Master Plan		Per 6/28/18 meeting with City Manager, will include preparation of Sewer Master Plan as optional item in Request for Proposals for Water Master Plan	Prep RFP: July 2018 RFP Period: August 2018 Contract Award: Sept 2018 Prepare Master Plan: Oct - Dec 2018		
	BUILDINGS AND PARKS						
Carry-over	City Hall ReRoof	ReRoof City Hall	Issued for bid in April and no bids were received at 5/08/18 bid opening.	-Emailed revised bid documents to City Manager on 6/07/18 - Will reissue for bids by 7/13/18 - Open bids on 8/14/18 with award of contract at 8/21/18 City Council Meeting	Prep Bid Document: done ReBid: July 2018 Contract Award: August 2018 Construct: Sept/Oct 2018		
	City Hall Termite Treatment	Address Termite activity and damage at City Hall	We obtained quotes from Casners and Terminix for tenting fumigation and spot treatment option	Need to present recommendation to City Manager to contract with Casner for spot treatment			
CIP 23	Corps Yard install gutters, reroof shed	Install gutters at PW Building and ReRoof shed	include this work in City Hall ReRoof Contract				
CIP 22	Verutti Park Restroom Project						
	SPECIAL PROJECTS						
	City GIS Map		on 4/13/18 Rene Ancheta of SB County completed an initial mapping effort	City PW Staff should review GIS map to confirm water, sewer and storm drain facilities			
	Valle Vista Landscaping and Lighting District	Annual Administration of Assessment District	Annual Engineers Report was presented and approved the 6/19/18 City Council Meeting	City staff to forward FY2018/19 Assessments to County Assessor			

Date: July 10th 2018

TO: City Manager/Trish Paetz/City council

FROM: Joseph Guevara/Public Works

RE: Weekly Report update

My weekly update regarding the week of July 9th through July 13th includes the following tasks taken on by me and crew other than our regular daily maintenance schedule. A great deal of time has been spent on unscheduled issues and have quite frankly gone out of control so we have adopted a firm rule of every task completed by me, other staff, or flagdowns during our work etc., Also we have been working on organization at the corpyard and purchasing more much needed equipment to complete the list of projects in the year ahead, USA tags have been numerous and have tried to respond to them as best I can and as they come in, We have completed the rain Gutters on building and are pleased with the results, We have also been locating materials in anticipation as well, Our new groundskeeper has been working on the much outdated systems and is working on installing a remote controlled system at Abbe park as well as Library, We have started working on extra Restroom at city hall including handrail system for deck in the rear of building, city vehicles including engine removal of dodge and the new Chevy truck that had to be taken back to dealer after breaking down and have since then secured a loaner truck until repairs are made to unit, We have had a couple small special events that went well, also we are losing one of our part-time employees and will be looking for a replacement for him or increasing hours on current staff, The special projects ahead will be time consuming and are increasing safety training to one day a week to get our crew prepared for our continued well being as safely as possible, Our production is higher than ever and we appreciate your confidence and opportunity to serve.

Much Thanks Best regards Joe and Crew PW

Current and Upcoming City/Development Projects - Upgrades, Changes, Fixes	Approved/Violations/Start	Phase	ETA to completion	Likelihood of Completion (Red or Green)	Help Needed	Road Blocks / Issues / Help Needed	Status
Current Projects							
Telemetry/SCADA/Automation	Quote from Maggiora Approved	Installation	unknown		yes, need to know if I am supposed to respond to John from XIO	Clarification from City staff on the status of this project.	It is my understanding that the quote from Maggiora has been accepted and an intial installation meeting was held. John from XIO has sent emails asking for clarification on the status of the project, but I am not sure if I am supposed to respond to him.
Well 5	Well started up and site development.	Design & Development	Sep-18		Plan to be created by others.	Need a Plan developed for the site, including location of new manganse and iron treatment plant.	This project along with the ordering of the iron and manganese treatment system is a critical item due to water quailty issues caused by iron and manganese in the system. Until the treatment system is installed these issues will continue.
Well 6	Make sure water quality data is collected and submitted to DDW.	Completed	6/15/2018		none	none	I have received confirmation from Lora Lyons at DDW that the data has been submitted. This element of the project is complete and data will be uploaded to the database automatically from here on out.
Iron & Manganese System	approved	Purchasing	Get final word from ATEC and get system ordered by June 8, Treatment system installation by November 2018		Installation dependent on Well 5 site design listed in Well 5 project	Trying to negotiate lower cost with ATEC	Spoke with Bill Ketchum as Dave was not available. Bill indicated that they could not honor their orginal quote due to significant material cost increases. Emailed Michael Bill's contact information to talk with Bill directly regarding cost. Once the costs are agreed upon, Michael is to sign contract and send deposit so system can be manufactured.
New Development							

Salt Issue/Softening Plant	approved	On Hold	unknown		yes	A decision needs to be made about installing the softening plant and updated analysis of treatment capabilty of the plant is needed based on new sources	Options: 1) Blue Valve - SWTP 2) Pellet Plant 3) Descalers 4) Non salt softeners
Sludge Removal	Completed sludge management plan with recommendations	Design & Development/Bid Collection	unknown		yes	BEI management plan recommended hauling of sludge by contractor, full project description needs to be developed for an RFP so we can get bid proposals.	unknown

CITY OF SAN JUAN BAUTISTA

STAFF REPORT

Date: June 13, 2018
To: City Council
From: City Manager, Michael LaForge
Subject: **May 5th Events (Rib Cook Off + Indian Market)**

Staff is requesting a decision from Council regarding whether to have both the Indian Market and the Rib Cook Off on the same day. Event planners need to begin planning and recruiting vendors now for next year, which is why this decision is needed now.

Background: Pow Wow has been the sole festival on May 5th for 35 years. 2018 was the first time there was a second event.

Analysis: Up to 10,000 people came visit SJB over that weekend. Several businesses noted best sales ever during that weekend. Indian Market reported higher than normal foot traffic but lower sales for the vendors.



CITY OF SAN JUAN BAUTISTA CITY COUNCIL STAFF REPORT

AGENDA TITLE: Award of Well 6 Project

MEETING DATE: July 17, 2018

DEPARTMENT HEAD: City Manager

RECOMMENDED ACTION: Adopt a Resolution authorizing execution of a contract with Maggiora Brothers Drilling for the Well 6 Project in the amount of \$138,150 and establish a contingency budget of \$25,000 for a total contract authorization of \$163,150.

BACKGROUND INFORMATION: The City of San Juan Bautista produces and supplies water for approximately 720 connections. Groundwater is the sole source of water supply for the city.

Well 6 is located at 987 San Juan/Hollister Road and will be a new municipal well with better water quality than City Wells 1 and 2. With the recent addition of Well 5, the city has three active wells. Well 6 will provide the city with a redundant water source as required by the State Division of Drinking Water Field Operations.

This contract will be the first field work to convert this existing agriculture well to a city well. The scope of work under this contract is:

1. Remove and replace the plumbing and valves at the well head to convert the agricultural well to a municipal water well.
2. Replace equipment access tube sized to accommodate devices including but not limited to transducers, airlines, and disinfection procedures
3. Replace the concrete footing around wellhead (minimum 3 feet around wellhead)
4. Provide, install and connect 6-inch ductile iron pipe to the 12-inch water main in San Juan/Hollister Road
5. Install storm drain pipe from the well discharge head to the drainage swale along San Juan/Hollister Road in order to dispose of well start-up water.

Future work is anticipated to include constructing a well house, installing a chlorination system, adding controls for monitoring and remote operation, an emergency generator, placing an all-weather driveway and parking area, and fencing around the site.

Public notices was posted per the City Municipal Code, a legal notice was published in the Hollister Freelance and bid documents were emailed to local well drilling contractors. On July 11 the City received and opened bids from two local contractors:

	BIDDER	BID AMOUNT
1	Dougherty Pump & Drilling	\$149,500
2	Maggiora Brothers Drilling	\$138,150

The City Engineer reviewed the bids and determined that Maggiora Brothers Drilling provided the lowest responsive and responsible bid. Maggiora Brothers Drilling has recently worked on the city utility system and the City Engineer has successfully worked with them on numerous municipal well projects in other cities.

Staff is recommending the City Council award the contract for the Well 6 Project to Maggiora Brothers Drilling.

FISCAL IMPACT: Funding for this contract is included in the FY2018/19 Capital Improvement Program.

ATTACHMENTS:

1. Resolution

RESOLUTION NO. 2018-xx

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA
AUTHORIZING EXECUTION OF A CONTRACT WITH
MAGGIORA BROTHERS DRILLING FOR THE WELL 6 PROJECT**

WHEREAS, City staff publicly advertised the Notice Inviting Bids for the Well 6 Project (“Project”); and

WHEREAS, on July 11, 2018 the City received two bids for the Project, as follows:

	BIDDER	BID AMOUNT
1	Dougherty Pump & Drilling	\$149,500
2	Maggiora Brothers Drilling	\$138,150

WHEREAS, staff determined that Maggiora Brothers Drilling provided the lowest responsive and responsible bid, and that Maggiora Brothers Drilling is qualified to undertake the proposed work and willing to perform the same on a timely basis; and

WHEREAS funding for this contract is included in the Fiscal Year 2018/19 Capital Improvement Program; and

NOW THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of San Juan Bautista that the City hereby determines that Maggiora Brothers Drilling submitted the lowest responsive and responsible bid for the Well 6 Project, that the City accepts Maggiora Brothers Drilling bid and that the construction contract is hereby awarded to the Maggiora Brothers Drilling.

BE IT FURTHER RESOLVED that the City Manager is authorized and directed to prepare and execute a contract for the Well 6 Project in the amount of \$138,150 and establish a contingency budget of \$25,000 for a total contract authorization of \$163,150.

PASSED AND ADOPTED at a regular meeting of the San Juan Bautista City Council duly held on July 17, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor

ATTEST:

City Clerk

CITY OF SAN JUAN BAUTISTA

STAFF REPORT

To: City Council
From: Trish Paetz, Administrative Services Manager
Date: July 9, 2018
Subject: Increase Fees for Use of Community Hall

Action Item

Staff has identified the need to increase the Community Hall user fees in order to cover overhead and staying competitive with other facilities in San Benito County.

Background

The current fee to the City to use the Community Hall is \$500 for San Benito County residents, and \$700 for non-San Benito County residents. When the County contributed \$100,000 in grant funds to San Juan Bautista for Hall renovations in 2006, they stipulated that the City would allow county residents to use the Hall at the same price as San Juan Bautista residents. User fees were increased to \$1,200 in 2008 and then dropped back down to \$700 when considerably fewer applications were received to use the Hall. Currently, our Hall user fee is the lowest in the County for facilities of like capacity and with kitchen and bathroom amenities. Meanwhile, expenses to maintain and administer use of the Hall have increased, specifically, City staff's salaries and PG&E rates.

Currently, the Hall is booked through the end of 2018. It is apparent that word has traveled that we are the cheapest venue for parties, receptions and especially, Quinceaneras.

Recommendation

Effective January 1, 2019, increase the cost to use the Community Hall to \$650 for San Benito County residents, and \$850 for non-San Benito County residents.

Fiscal Impact

Increased revenue of \$8,000 annually.

Attachments

Hall Calendar for July-December 2018
Hall Rental for outlining User Fees
Other facilities' price list

July 2018							Aug 2018 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
1						7 AURORA VILLAREAL QUINCE	
8						14 maria salas BAPTISM	
15						21 Kessia de la cruz Special day event wedding	
22						27 LIBRARY MEETING CENTRAL COAST CAL GROWERS mandsa 9-5PM	28 LAURA RANGEL QUINCEARCA
29							

September 2018							Oct 2018 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
						1 Carina lechuga baptism	
2						8 MARIO GARCIA BIRTHDAY	
9						15 Porfirio Martinez quincenera	
16						22 IRMA VASQUEZ QUINCENERA	
23						28 Monterey bay cactus	29 monterey bay cactus
30 monterey bay cactus							

More Calendars: 2018, Word Calendar, PDF Calendar

August 2018							Sep 2018 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
			1	2	3	4 BIBIANA AVILA QUINCEARCA	
5			8	9	10	11 KENIA VALLADARES BAPTISM	
12 ANTIQUE FAIR			15	16	17	18 JUANITA FLORES WEDDING	
19			22	23	24	25 MONICA SILVA BIRTHDAY PARTY	
26			29	30	31		

October 2018							Nov 2018 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	1	2	3	4	5	6 CELIA GONZALEZ BIRTHDAY PARTY	
7	8	9	10	11	12	13 Native Daughters of the Golden West Anthony Botelho	
14	15	16	17	18	19	20 Maria Cabrera Wedding	
21	22	23	24	25	26	27 Michelle Ortiz wedding	
28	29	30	31				

November 2018						
◀ Oct 2018						Dec 2018 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 JULIAN SANTIAGO 3-DAY PARTY
4	5	6 ELECTIONS	7	8	9	10 BLANCA RANGEL WEDDING
11	12	13	14	15	16	17 MOISES GONZALEZ WEDDING
18	19	20	21 PICK UP KEY FOR FRIDAY HALL	22 THANKSGIVING	23	24 AURELIA CANALES QUINCEAERA
25	26	27	28	29	30	

December 2018						
◀ Nov 2018						Jan 2019 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Adela Ramirez quincinera
2	3	4	5	6	7	8 LAURA RANGEL QUINCEANERA 2ND
9	10	11	12	13	14 Santa is coming to town.. Hall being used.. Annual Tradition PHOTO EVENT	15 Santa is coming to town.. Hall being used.. Annual Tradition
16	17	18	19	20	21	22
23	24	25	26	27	28	29 SANDRA QUINTANAR BAPTISM/BIRTHDAY
30	31					

**San Juan Bautista
Community Hall Rental Application
P.O. Box 1420
10 San Jose Street
San Juan Bautista, CA 95045**

Rental Fee Schedule

All Checks to be made payable to "City of San Juan Bautista"

Maximum capacity: 200 Persons

User Categories:

- 1: City Residents /County Residents/Unincorporated San Benito County Residents; Proof of residency required.
- 2: Non-San Benito County Residents
- 3: Local City and County Non-Profits

Hall Rental Fee

	Monday – Sunday 8:00am – 11:00pm	Deposit	Cleaning Deposit
1	\$500	\$500	\$200
2	\$750	\$500	\$200
3	-0-	-0-	\$200

Fees Due By: Fees must be paid 30 days in advance. A reservation cannot be guaranteed until all fees are paid. Fees must be paid immediately for reservations made less than 30 days in advance. If a reservation is cancelled with less than 30 days notice, fees are not refundable. Initials _____

Hall Cleaning: The Hall Rental Fee includes an allocation of \$200 for cleaning. Should the cleaning costs exceed \$200, the additional amount will be deducted from your deposit. Initials _____

Deposit Requirements

Deposit: A deposit is required for all events. The deposit is returned the next regular check cycle (normally within 30 days) after the Hall has been inspected, cleaned and any damages repaired. The deposit is due when the reservation is made. Initials _____

**Overview of San Benito County Event Facilities Similar to San Juan Bautista Community Center
Prepared for San Juan Bautista City Council**

Name & Capacity	Cost & Terms	Deposit & Terms	Tables & Chairs	Access	Insurance	Security	Cleaning	Additional Information
Hollister Recreation Community Center 636.4390 175, center & kitchen	\$120 2 hr min, \$50 hr thereafter. Fee due two weeks in advance of event.	\$250 deposit to reserve. All fees paid 2 weeks in advance.	Included, staff sets up & takes down	Staff	Available for purchase \$111 >50 people \$156 51-175 people	If alcohol, 1 Guard per 75 people. Liquor Liability License required	Renter responsible for cleaning prior to leaving.	1 event per weekend, lots of usage
Hollister Veteran's Memorial Building Room 132 636.4390 80 Occupancy	Full Day \$200.00 Fee due 30 days in advance of event. Hourly Rate \$32.00 Per hour	\$25 non-refundable fee due with application. \$250.00 Deposit Due 30 days in advance. Security refunded 15 days after.	Available for rent – chairs .50ea, tables \$1.50 - \$3.00 each depending on style	Staff	\$1,000,000 required, City offers option	If required, depending on event. If alcohol served, 1 guard required for every 75 people. Required 14 days in advance of event.	Staff cleans, renter removes trash & any personal items.	Event must end by midnight. Booked 1 year in advance. Priority given to org w/recurring events
Dunn Park 636-4390 40 Occupancy	Free first come first serve	\$150 Security, cleaning & key. Refunded 30 days after event. Event cancelled 2 weeks in advance -- refunded, less than 2 weeks -- not refunded.	Included			No mention	Renter responsible. Also must take down tables & chairs prior to leaving.	No mention Event must end by 11pm.

Name & Capacity	Cost & Terms	Deposit & Terms	Tables & Chairs	Access	Insurance	Security	Cleaning	Additional Information
Casa Maria at San Juan Bautista Mission 623.4791 300, indoor & outdoor facilities	\$1750 Full day , full facility. Partial facility and partial rental available.	\$1750 Refunded after event or if event is cancelled 60 days or more in advance. Checks mailed 1 st and 15 th .	Provided. Dinnerware, flatware and glassware available for rent.	Staff opens 9am and closes 5pm day of event. ½ day rental available.	\$1,000,000 required	Off duty San Benito County Sheriff Deputy required if alcohol is served. More than 100 and alcohol requires additional Deputy.	Renter responsible for cleaning prior to leaving.	Approved caterer list. Mission offers beverage service. \$250 deposit, \$200 refunded if beverage sales exceed \$200.
Aromas Community Grange 726.7234 207, Large hall, small hall and kitchen	\$625 for entire day , due 20 days in advance. \$75.00 per hour weekday only.	\$300 Good Faith if booked 60 days prior. Refunded if cancelled more than 60 days prior to scheduled event. Cleaning \$500, Beer/Wine \$100, <100 people \$100. Deposits refunded 30 days after.	Provided	Varies - arrangements made on an individual basis.	\$1,000,000 required 30 days in advance.	<100 people Licensed Security Guard required. If alcohol is served a Licensed Security Guard is required.	Prior to leaving. Renter responsible for scheduling inspection with rental committee after event to determine refund. Actual refund sent 30 days after event.	No food particulars. Alcohol, beer and wine only. Alcohol requires additional deposit and security. 11pm end 10pm music ends

Name & Capacity	Cost & Terms	Deposit & Terms	Tables & Chairs	Access	Insurance	Security	Cleaning	Additional Information
San Benito County Fair Pavilion Hall 628.3421 840 seated	\$1,500	\$300 Cleaning & damage	Available for rent, call for pricing.	Pick up key 11 am on Friday prior to event.	\$1,000,000 required – available from SBC Fair office	Required, 1/100 people. If alcohol is served more required.	Clean by 10am Sunday after event.	

Name & Capacity	Cost & Terms	Deposit & Terms	Tables & Chairs	Access	Insurance	Security	Cleaning	Additional Information
San Benito County Fair Blue Room w/ kitchen 628.3421 250 or 125 seated	\$500	\$100 Cleaning & damage	Available for rent, call for pricing.	Pick up key 11am on Friday prior to event.	\$1,000,000 required - available from SBC Fair office	Required, 1/100 people. If alcohol is served more required.	Clean by 10am Sunday after event.	
San Juan Bautista Community Center (Current policy) 623.4661 200 Seated	\$500 - \$700	\$500 deposit to hold date, \$200 cleaning deposit must be paid 21 days in advance.	Provided.	Weekday users: City staff opens & lock up. Weekend users: Pick up key by 11 am on Friday prior.	\$1,000,000 required – policy available through Driver's Alliance Insurance at a cost of \$206.88	Required, if more than 50 people.	Renter responsible for cleaning. Inspection after event. Charged against deposit.	

San Juan-Aromas Tennis & Fitness
PO Box 363
San Juan Bautista, CA 95045
EIN: 37-1653240
July 6, 2018

City of San Juan Bautista
City Council
PO Box 1420
San Juan Bautista, CA 95045

RE: Funding to Install 6 Pickleball Courts plus permanent nets in San Juan Bautista

Dear City Council Members,

On April 11, 2018 Board members of the Aromas-San Juan Unified School District approved installing 6 new pickleball courts at the San Juan School tennis courts. Since then we have been raising funds and plan to complete the courts in July 2018. Grand Opening on August 11, 2018.

What is Pickleball?

- Cross between tennis, ping pong and badminton.
- Easy to learn and fun to play.
- Fastest growing sport in the United States.
- Great Exercise and very social.

How will these courts benefit San Juan Bautista?

Schools-Physical Education Programs, after school clinics, junior leagues and assemblies.

Community-Recreational activity, clinics, play days, leagues, tournaments and socials.

Business Community-Visiting players come from all over for tournaments, clinics and play days. They'll spend money in San Juan restaurants, hotels, RV parks, shops, stores, theaters and pubs.

Project Cost: \$17,800

Funds Raised: \$11,522

To Reach Goal: \$6,278

We are asking the City of San Juan Bautista to consider funding **\$5,000** toward capital improvements which include resurfacing courts and permanent nets at this recreational facility.

Who is San Juan-Aromas Tennis & Fitness?

A 501(c)(3) tax exempt nonprofit formed in 2011 to raise funds to resurface the deteriorating tennis courts at the San Juan School. Since then members have maintained the courts, offered tennis programs and now pickleball play days. These play days have been a "hit" in San Juan!

Thank you for your time and consideration,
San Juan-Aromas Tennis & Fitness Board Members

Temporary Pickleball Courts in SJB

May 2018



Proposed 6 New Pickleball Courts

(This picture from internet is just to give an idea of 6 pickleball courts)

July 2018



San Juan School Tennis Courts

May 2011



Resurfaced Tennis Courts

November 2011



BOND

PAVEMENT SOLUTIONS

P.O. Box 8515, San Jose, CA 95155
Ph. 408-279-5007 Fax 408-279-0107
Contractor's Lic 842780-A

TO San Juan Tennis & Fitness Club
P.O. Box 363
San Juan Bautista, CA 95045

Proposal and Contract

DATE 5/22/2018 PROPOSAL NO. 13458

Ph.

Fax

Bond Pavement Solutions Inc. agrees to furnish and provide necessary labor, materials, and equipment to perform and complete in a good workmanlike manner the following:

JOB ADDRESS/DESCRIPTION:	Pickle Ball Courts	TOTAL
Resurface & install 6 Pickleball Courts with permanent posts & nets.		17,800.00

SPECIAL NOTE: Due to California soil conditions and earth movement, surface cracks may occur in your asphalt which is no reflection of the quality of workmanship by Bond Pavement Solutions Inc. ****PAYMENT DUE IN 30 DAYS OF COMPLETION OF WORK****

EXCLUSIONS: Permits, Fees, Bonds, Removal of Parked Cars, Heavy Cleaning/Pressure Washing, Routing/Sawcutting of Cracks, Herbicide, Weed Removal, Clearing/Grubbing, Vegetation/Tree Trimming, Flood Testing, Security Classes/Badging, Any and all Union Agreements/Letters of Assent/Fees/Contributions/PLAs, OCIP/WRAP Fees, SWPPP/WPCP, FEDERAL WAGES, OAJOC/TESTING, Traffic Police, CMS/PCMS Boards, Informational Signage, Builders Risk Insurance, Traffic Control Plans, Posting, Notifying, Sweepers. Unless stated in our scope of work above. Owners to provide required water for project. IF PETROMAT FABRIC IS DISCOVERED DURING PAVEMENT REMOVAL PROCESS THE ADDITIONAL DISPOSAL AND TRUCKING COSTS WITH OVERHEAD WILL BE ADDED TO JOB. Irrigation, sprinkler, water line repairs damaged during construction. Any alterations or deviation from the above, involving extra cost of material, labor and or equipment, will be executed only on written orders for same and will become an extra charge over the sum mentioned above. All agreements must be in writing. This proposal excludes any items not listed above. Owner or agent for owner is responsible for keeping work area free of water, debris, vehicles and all other obstacles prior to commencement of work and until owner or agent for owner directed otherwise by contractor. Owner or agent for owner is responsible for turning off all automatic sprinkler systems 24 hours prior to, during and after commencement of work. If vehicles must be towed from work area, owner agrees to reimburse Bond Pavement Solutions Inc. for towing fees. Also, owner or agent for owner agrees to pay additional charges for costs incurred by Bond Pavement Solutions Inc. due to delay of work caused by owner or agent for owner. Owner to: provide water for job; Payment within 30 days of invoice or pay 1.5% apr/accrued monthly. Price based on current liquid asphalt price.

In the event that it becomes necessary to institute suit or to employ an attorney to collect any payment or payments due the undersigned for labor, equipment, or material furnished under this agreement or any modification thereof, then you shall be liable to the undersigned for court costs and attorney's fees; said attorney's fees shall be in an amount the court deems appropriate. Proposal valid for 15 days. If peeling seal coat currently exists, it will likely recur over which we have no control. Work based on regular hours. Price based on current posted liquid asphalt price.

Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the registrar of the board: Contractors' State License Board, 9821 Business Park Dr., Sacramento, CA 95827.

Acceptance

You are hereby authorized to furnish all materials, equipment, and labor required to complete the work mentioned in the above proposal, for which we agree to pay the amount stated above, and according to the terms thereof.

Respectfully submitted,

Travis Bond
Bond Pavement Solutions Inc.

Accepted: _____

Date: _____