



City of San Juan Bautista

The "City of History"

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AGENDA

CITY COUNCIL REGULAR MEETING

TUESDAY ~ AUGUST 16, 2022 ~ 6:00 P.M.

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

– HYBRID MEETING – PUBLIC PARTICIPATION BY ZOOM AND IN PERSON

THIS MEETING WILL BE CONDUCTED PURSUANT TO GOVT. CODE §54953(e)(1)(A).

In order to minimize the spread of the COVID 19 virus the City Council is conducting this meeting by Zoom webinar and will be offering alternative options for public participation. You are encouraged to watch the meeting live on Zoom or Facebook.

THIS MEETING WILL BE OPEN TO THE PUBLIC UNDER THE FOLLOWING CONDITIONS:

All Attendees must comply and wear a face covering if not fully vaccinated and show proof. If providing proof attendees will not need to wear a face covering. If you are exempt from the state face covering guidance or not fully vaccinated, you will be required to wear a mask to attend the meeting; All attendees must comply with any other rules of procedures/instructions announced by the Mayor and/or City Staff. Any violations of the above may result in the Mayor closing the meeting, effective immediately, or clearing the room, as well as other enforcement actions. The meeting will be available through Zoom for those who wish to join or require accommodations with the instructions below:

The meeting can also be accessed by the public in the following methods: Through Zoom (<https://zoom.us/join>) per the instruction stated below, and on Facebook.

Join Zoom Webinar <https://us02web.zoom.us/j/87219094477>

or call 1 (669) 900-6833

Webinar ID: 872 1909 4477

PUBLIC COMMENTS WILL BE TAKEN ON AGENDA ITEMS BEFORE ACTION IS TAKEN BY THE CITY COUNCIL. DURING THE MEETING: TO PROVIDE VERBAL PUBLIC COMMENTS ON AN AGENDA ITEM DURING THIS MEETING CALL THE PHONE NUMBER LISTED ABOVE OR LOG INTO ZOOM AND ENTER THE MEETING ID NUMBER AS LISTED ABOVE.

When the Mayor announces public comment is open for the item which you wish to speak, press *9 on your telephone keypad or if joining by Zoom, use the raise your hand icon. When called to speak, please limit your comments to three (3) minutes, or such other time as the Mayor may decide, consistent with the time limit for all other speakers for the particular agenda item. Comments from other platforms will not be considered during the meeting. If you would like to participate during the meeting you MUST use Zoom.

If you are unable to join the meeting, written comments may be mailed to the Deputy City Clerk at City Hall (P.O. Box 1420, San Juan Bautista, CA 95045), or emailed to deputycityclerk@san-juan-bautista.ca.us not later than 5:00 p.m. on August 16, 2022, and will be read into the record during public comment on the item.

In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Deputy City Clerk a minimum of 48 hours prior to the meeting at (831) 623-4661.

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

A Closed Session may be called during this meeting pursuant to Government Code §54956.9 (d)(2) if a point has been reached where, in the opinion of the legislative body of the City on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the City.

Materials related to all items on this agenda are available in the agenda packet on the City website www.san-juan-bautista.ca.us subject to Staff's ability to post the documents before the meeting, or by emailing deputycityclerk@san-juan-bautista.ca.us or calling the Deputy Clerk (831) 623-4661 during normal business hours.

1. Call to Order

Pledge of Allegiance

Roll Call

2. Public Comment

This portion of the meeting is reserved for persons desiring to address the Council on matters not on this agenda. The law does not permit Council action or extended discussion of any item not on the agenda except under special circumstances. If Council action is requested, the Council may place the matter on a future agenda.

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 the Affidavit of Posting Agenda

B. Approve the Minutes for the July 12, 2022, Special Meeting

**C. Adopt a Resolution of the City Council of the City of San Juan Bautista
Proclaiming and Reaffirming the Existence of a Local Emergency in the City**

D. Waive Reading of Ordinances and Resolutions on the Agenda Beyond Title

4. Presentations, Proclamations, Informational Items and Reports

A. City Council and Staff Announcements

This is an opportunity for Council and staff to share the community calendar and announce upcoming dates of interest to the general public.

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

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

D. City Manager's Report

A. Fire Department Update

B. Sheriff Department Update

5. Action Items

- A. Appointment of Tony Carreira to the Planning Commission**
- B. Approve a Resolution adopting Community Plan Guiding Principles**
- C. Establishing a Public Safety Standing Committee**
- D. Consider requesting the Board of Supervisor's approval on 2 positions:**
 - 1. A new Sheriff Deputy position**
 - 2. A new Sheriff Multi Services Officer ("MSO")**
- E. Consider introduction of an ordinance for first reading amending section 3-5-155 of the San Juan Bautista Municipal Code and increasing water rates**

6. Discussion Items

- A. General and Municipal Election Update**
- B. Open Recruitment for Planning Commission**
- C. Microvi System Permitting Report**
- D. 2022 Pavement Management Program Project, San Juan Bautista**

7. Adjournment

AFFIDAVIT OF POSTING

I, MELISSA LEE, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE OFFICE ASSISTANT 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 12th DAY OF AUGUST 2022, 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 12th DAY OF AUGUST 2022.



MELISSA LEE, DEPUTY CITY CLERK/ADMIN SERVICES MANAGER

**CITY OF SAN JUAN BAUTISTA
SPECIAL CITY COUNCIL MEETING
JULY 12, 2022, at 6:00 P.M.**

DRAFT MINUTES

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

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

Staff Present: City Manager Reynolds, General Counsel Rathie, Assistant City Manager Foucht, City Accountant Wendy Cummings, City Engineer Nidel Samhouri

2. **PUBLIC COMMENT**

Mayor Jordan asked for public comments.

Jackie Morris-Lopez commented on the Closed Session item regarding the evaluation of the City Manager.

Cara Vonk commented on the resolution approving the first amendment to the reimbursement agreement between the City and SJB Alameda Enterprises.

Seeing no other comments, Mayor Jordan closed the public comments.

At 6:08 p.m. the Council adjourned to Closed Session to hear the following items below.

3. **CLOSED SESSION**

- A. **Conference With Legal Counsel – Anticipated Litigation**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of CA Govt. Code Section 54956.9: one potential case.

- B. **Evaluation Of Public Employee – City Manager**

Evaluation of the City Manager pursuant to CA Govt. Code Section 54957(b)

Council and staff rejoined the zoom session at 6:51 p.m. with all present.

City Attorney Rathie reported out for the Closed Session that Council received information on the first matter and received information on the seconded matter with no reportable action taken on either item.

A motion was made by Council Member Edge to approve Consent Items 2.G. The motion was seconded by Council Member Freeman. The motion passed on a roll call vote of 5-0.

4. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

A motion was made by Council Member Edge to approve the Affidavit of Posting Agenda. The motion was seconded by Council Member Freels. The motion passed on a roll call vote of 5-0.

5. DISCUSSION ITEMS

A. Consider Adoption of Resolution Approving the First Amendment to the Reimbursement Agreement Between the City and SJB Alameda Enterprises, LLC, for Construction of a Right Turn Lane on State Route 156 At Its Intersection With The Alameda

City Manager Reynolds presented the staff report accompanied by a PowerPoint presentation and fielded questions by the Council.

Applicants Dr. Dahla and applicant's Legal Counsel Cody Philips provided applicant testimony on project status, read a letter stipulating conditions into the record, and fielded questions from the Council.

Discussion ensued with Council and staff.

Mayor Jordan called for public comments.

Wanda Guibert testified on this matter.

Discussion continued amongst the City Council and direction was given to staff to call Cal Trans regarding the right turn lane, firm up dollar amounts to be contributed to the project, clearly define fair share, and return to the August Council meeting.

B. Public Meeting Format Changes Anticipated for July 19, 2022. Regular Meeting

City Manager Reynolds noted the changes to the AV system in the Council Chambers and announced the July 19 meeting will be held in person.

City Attorney Rathie reported notifications of AB 361 may not apply when holding a hybrid meeting and will need to research back on noticing requirements.

6. ADJOURNMENT

Mayor Jordan adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Trish Paetz, Deputy City Clerk

RESOLUTION 2022-57

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA,
COUNTY OF SAN BENITO, STATE OF CALIFORNIA, PROCLAIMING AND REAFFIRMING
THE EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, the San Juan Bautista Municipal Code Section 5-33-040 empowers the City Council to proclaim the existence or threatened existence of a local emergency when said City is affected or likely to be affected by a public calamity and the City Council is not in session, subject to ratification by the City Council within seven days; and

WHEREAS, the San Juan Bautista City Council has been requested by the Director of Emergency Services (City Manager) of the City of San Juan Bautista to proclaim and reaffirm the existence of a local emergency therein; and

WHEREAS, conditions of disaster or extreme peril to the safety of persons and property have arisen within the City caused by a pandemic commencing on or about 8:00 a.m. on the 13th day of March, 2020, at which time the City Council of the City of San Juan Bautista was not in session; and

WHEREAS, said City Council does hereby find that the aforesaid conditions of extreme peril did warrant and necessitate the proclamation of the existence of a local emergency.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout the City of San Juan Bautista on the 13th day of March, 2020; and

IT IS FURTHER PROCLAIMED, REAFFIRMED AND ORDERED that during the existence of said local emergency, organization of this City shall be prescribed by law, by Ordinances and Resolutions of the City, and approved by the City Council; and

IT IS FURTHER PROCLAIMED AND ORDERED that said local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of San Juan Bautista, State of California.

Dated this 16TH day of August 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Leslie Q. Jordan, Mayor

ATTEST:

Melissa Lee, Deputy City Clerk/Admin Services Manager

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

Treasurer's Report
For the Year Ended June 30, 2022
(100% of fiscal year)

General Fund ~

General revenues are running at 105% for the year to date. Correspondingly, general fund expenditures are at 84% for the year to date. The net effect is a positive change in general fund balance of \$515k.

Water Enterprise Fund ~

The water enterprise fund revenues are running at 92% for the year to date, and expenses are at 108%. The net effect is a positive change in the water enterprise fund of \$360k.

Sewer Enterprise Fund ~

The sewer enterprise fund revenues are running at 112% for the year to date, and expenses are at 107%. The net effect is a positive change in the sewer enterprise fund of \$419k.

City of San Juan Bautista
Expenditures ~ Budget Vs. Actual
For the Year Ended June 30, 2022

Item #4C
City Council Meeting
August 16, 2022

EXPENDITURES	FY21	FY22	Annual		YTD	
<u>Fund</u>	<u>Actuals</u>	<u>Actuals</u>	<u>Budget</u>	<u>Variance</u>	<u>100%</u>	<u>Note</u>
General Fund	1,670,299	1,729,693	2,050,876	(321,183)	84%	
Special Revenue Funds:						
Capital Projects Fund	1,382,014	383,299	2,477,368	(2,094,069)	15%	A
Community Development	589,136	628,558	650,768	(22,210)	97%	
COPS	159,617	100,000	100,000	-	100%	
Parking & Restroom Fd	707	20,000	117,899	(97,899)	17%	A
Gas Tax Fund	96,785	16,646	100,784	(84,138)	17%	
Valle Vista LLD	19,404	60,853	25,928	34,925	235%	B
Rancho Vista CFD	69,514	80,670	58,716	21,954	137%	
Copperleaf CFD	11,675	17,172	21,945	(4,773)	78%	
Development Impact Fee Funds						
Public/Civic Facility	10,175	2,700	169,540	(166,840)	2%	A
Library	13,478	11,240	29,440	(18,200)	38%	A
Storm Drain	94,627	3,432	10,932	(7,500)	31%	A
Park In-Lieu	42,048	2,981	17,884	(14,903)	17%	A
Public Safety	9,886	852	180,852	(180,000)	0%	A
Traffic	131,790	432	5,432	(5,000)	8%	A
Internal Service Funds:						
Blg Rehab. & Replace	-	-	25,000	(25,000)	0%	A
Vehicle Replacement	3,941	-	-	-		
Enterprise Funds:						
Water:						
Operations	819,192	782,992	725,548	(57,444)	108%	
Capital	663,607	157,837	547,705	389,868	29%	A
Sewer						
Operations	939,097	863,080	805,565	(57,515)	107%	
Capital	361,283	813,103	717,205	(95,898)	113%	
TOTAL Funds	5,467,490	3,945,847	8,839,387	4,893,540	45%	

Footnotes:

A ~ Capital fund transfers/costs are budgeted to be incurred by these funds. Since the costs/transfers occur sporadically during the year, they do not always align with the to date percentages, or prior year amounts. Additionally, some projects have been moved to the next fiscal year.

B ~ Cost are greater than budget due to one time maintenance, paid through assessment reserves.

City of San Juan Bautista
Revenues ~ Budget Vs. Actual
For the Year Ended June 30, 2022

Item #4C
City Council Meeting
August 16, 2022

REVENUES	FY21	FY22	Annual		YTD	
Fund	Actuals	Actuals	Budget	Difference	100%	Notes
General Fund	2,125,689	2,254,608	2,137,076	117,532	105%	A
Special Revenue Funds:						
Capital Projects Fund	1,382,014	383,299	905,111	(521,812)	42%	C
Community Development	137,236	115,307	404,514	(289,207)	29%	B
COPS	159,617	143,869	100,000	43,869	144%	D
Parking & Restroom Fd	23,333	27,889	25,000	2,889	112%	
Gas Tax Fund	95,111	97,250	100,784	(3,534)	96%	
Valle Vista LLD	21,712	25,928	25,928	-	100%	
Rancho Vista CFD	57,644	64,529	58,716	5,813	110%	
Copperleaf CFD	21,272	20,957	21,945	(988)	95%	
Development Impact Fee Funds:						
Park Development	21,468	-	-	-		
Public/Civic Facility	3,534	1,767	-	1,767		
Library	4,754	2,377	-	2,377		
Storm Drain	40,139	1,750	-	1,750		
Park In-Lieu	13,107	2,681	-	2,681		
Public Safety	3,677	-	-	-		
Traffic	50,316	2,046	-	2,046		
Internal Service Funds:						
Blg Rehab. & Replace	38,000	38,000	38,000	-	100%	
Vehicle Replacement	60,000	60,000	60,000	-	100%	
Enterprise Funds:						
Water						
Operations	1,191,337	1,143,332	1,239,670	(96,338)	92%	
Capital	216,495	9,255	576,400	(567,145)	2%	C
Sewer						
Operations	1,095,659	1,282,193	1,142,430	139,763	112%	
Capital	18,731	6,244	733,275	(727,031)	1%	C
TOTAL Funds	4,655,156	3,428,673	7,568,849	4,140,176	45%	

A ~ Current year revenue was higher due to a \$251k grant from Federal government for COVID relief, offset by higher document transfer taxes in the prior year.

B ~ These funds are developer derived and are recognized when received.

C ~ The timing of the projects and the related revenue does not always align with the year-to-date percentages.

D ~ COPS revenues came in significantly higher than anticipated. Funds will be used to offset law enforcement costs.

City of San Juan Bautista
Warrant Listing
As of June 30, 2022

Item #4C
City Council Meeting
August 16, 2022

Date	Num	Name	Amount
101.000 - Union Bank			
101.001 - Operating Acct. 1948			
06/03/2022	215708	4Leaf, Inc.	-10,016.00
06/03/2022	215709	AFLAC	-210.58
06/03/2022	215710	Anne Wheaton.	-167.95
06/03/2022	215711	Carlos Rojas.	-600.00
06/03/2022	215712	Clark Pest Control	-102.00
06/03/2022	215713	Data Ticket Inc.	-200.00
06/03/2022	215714	Design Line & Granger	-423.89
06/03/2022	215715	Hollister Auto Parts, Inc.	-536.53
06/03/2022	215716	Level 1 Private Security.	-6,300.00
06/03/2022	215717	Michelle Sabathia.	-500.00
06/03/2022	215718	Monterey Bay Analytical Services	-1,843.40
06/03/2022	215719	P G & E	-1,238.73
06/03/2022	215720	Patricia Paetz	-106.30
06/03/2022	215721	Rx-Tek	-758.75
06/03/2022	215722	Shape Inc.	-8,959.80
06/03/2022	215723	Smith & Enright Landscaping	-3,923.42
06/03/2022	215724	Sound Design A/V Contractors	-746.60
06/03/2022	215725	True Value Hardware	-200.77
06/03/2022	215726	Wellington & Rathie	-8,276.00
06/03/2022	215727	Cypress Water Services	-10,575.00
06/03/2022	215728	Madgal Design Co	-2,100.00
06/03/2022	215729	All Clear Water Services	-4,300.00
06/16/2022	215730	Amanda Mora.	-500.00
06/16/2022	215731	att.com	-72.08
06/16/2022	215732	AVAYA	-250.66
06/16/2022	215733	Baker Supplies and Repairs	-9.55
06/16/2022	215734	Carmen Lujan	-17.55
06/16/2022	215735	Charter Communications	-572.13
06/16/2022	215736	CIRA - California Intergovernmental Risk	-229.00
06/16/2022	215737	Core & Main	-297.57
06/16/2022	215738	Data Ticket Inc.	-1,043.56
06/16/2022	215739	Harris & Associates	-1,665.00
06/16/2022	215740	Hollister Auto Parts, Inc.	-29.89
06/16/2022	215741	iWorQ Systems	-6,000.00
06/16/2022	215742	J.V. Orta's Rent A Fence	-225.00
06/16/2022	215743	Joni L. Janecki & Associates, Inc.	-1,085.37
06/16/2022	215744	KBA Docusys	-451.27
06/16/2022	215745	KK Chess	-2,100.00
06/16/2022	215746	Landscape Design By Rosemary Bridwell CCN	-298.00
06/16/2022	215747	Level 1 Private Security.	-2,160.00
06/16/2022	215748	Mc Kinnon Lumber Co., Inc.	-580.62
06/16/2022	215749	Monterey Bay Analytical Services	-2,159.10
06/16/2022	215750	P G & E	-13,178.38

City of San Juan Bautista
Warrant Listing
As of June 30, 2022

Date	Num	Name	Amount
06/16/2022	215751	Quadient Leasing USA, Inc.	-473.47
06/16/2022	215752	Ready Refresh	-230.61
06/16/2022	215753	Rx-Tek	-95.00
06/16/2022	215754	San Benito County Arts Council	-2,500.00
06/16/2022	215755	San Benito County Integrated Waste Managm	-11,250.12
06/16/2022	215756	San Juan Bautista Committee.	-10,000.00
06/16/2022	215757	San Juan Bautista Rotary	-2,500.00
06/16/2022	215758	SJB Business Association Inc.	-2,500.00
06/16/2022	215759	State Water Resources Control Board.	-2,577.64
06/16/2022	215760	Uline	-77.91
06/16/2022	215761	United Site Services of California, Inc.	-368.65
06/16/2022	215762	Sara Walker.	-44.07
06/16/2022	215763	California Consulting, Inc.	-3,570.00
06/16/2022	215764	CSG Consultants, Inc.	-35,120.00
06/16/2022	215765	Downey Brand	-215.00
06/16/2022	215766	EMC Planning Group Inc.	-66,873.03
06/16/2022	215767	Frank's Quality Painting	0.00
06/16/2022	215768	Harris & Associates	-2,282.50
06/16/2022	215769	Oppenheimer Investigations Group LLP	-567.00
06/16/2022	215770	Stantec Consulting Services Inc.	-18,102.43
06/16/2022	215771	Tesco Controls, Inc	-1,844.38
06/16/2022	215772	Valero Wex Bank	-1,340.64
06/16/2022	215773	Home Depot Credit Services	-4,856.77
06/16/2022	215774	Rx-Tek	-238.00
06/16/2022	215775	San Benito County Water District	-8,800.00
06/16/2022	215776	US Bank	-4,782.87
06/16/2022	215777	Rx-Tek	-476.00
06/16/2022	215778	Dale Coke.	-500.00
06/16/2022	215779	Victorina Cardenas.	-625.00
06/22/2022	215780	4Leaf, Inc.	-10,879.00
06/22/2022	215781	AFLAC	-210.58
06/22/2022	215782	at&t	-90.08
06/22/2022	215783	Frank's Quality Painting	-6,640.00
06/22/2022	215784	Lautzenhisers Stationery, Inc.	-208.80
06/22/2022	215785	Monterey Bay Analytical Services	-1,561.50
06/22/2022	215786	Sprint	-445.04
06/22/2022	215787	Staples	-571.24
06/23/2022	215788	CALNET	-258.46
06/23/2022	215789	Smith & Enright Landscaping	-3,700.00
06/23/2022	215790	US Bank Equipment Finance	-249.61
06/23/2022	215791	First Alarm	-461.97
06/23/2022	215792	Sentry Alarm System	-702.00
06/30/2022	215793	Baker Supplies and Repairs	-133.64
06/30/2022	215794	Core & Main	-1,945.62
06/30/2022	215795	Fenton & Keller	-2,065.00

City of San Juan Bautista
Warrant Listing
As of June 30, 2022

Date	Num	Name	Amount
06/30/2022	215796	Ferguson Enterprises LLC	-6.44
06/30/2022	215797	Hamner Jewell Associates	-465.00
06/30/2022	215798	Mandell Municipal Counseling	-4,988.00
06/30/2022	215799	Maria de Jesus Munoz.	-400.00
06/30/2022	215800	Monterey Bay Analytical Services	-1,990.80
06/30/2022	215801	Pinnacle Healthcare Medical Group	-130.00
06/30/2022	215802	Regional Government Services	-6,650.00
06/30/2022	215803	Univar Solutions	-863.83
06/30/2022	215804	US Bank	-5,297.46
06/30/2022	215805	Wallace Group	-662.25
Total 101.001 - Operating Acct. 1948			-329,397.86
Total 101.000 - Union Bank			-329,397.86
TOTAL			-329,397.86

CITY MANAGER'S REPORT AUGUST 16, 2022

Administration

Deputy City Clerk Melissa Lee started Monday August 1

Focus on Public Meetings & Elections

HR- No vacancies! (first time in 6 months!)

HR- Two new Policies: admin leave & tele-work policies

RFP is published for City Engineer

New Email System- Office 365 started August 1

CITY MANAGER'S REPORT AUGUST 16, 2022

Verutti Park

- 3 week look ahead shared with the Council and posted on-line/media
- Currently working on a pick plan/ traffic control plan
- **Project should be completed by Aug 26th** (does not include light pole installation by city).
- Compaction Reports will be submitted to the city prior to setting up the building. Please schedule an elevation check on Thursday 8/11.
- The floor section for the precast building is 6"
- Structure Cast will deliver the raised concrete planter boxes the same time as the bathrooms (from Bakersfield).

CITY MANAGER'S REPORT AUGUST 16, 2022

Status of Other Facility Projects

Franklin Park's dedication bench due in mid-September

City Council Chambers- 99% completed

Joint Use of School- should be completed and open by 8.16

Community Hall Acoustics- assigned to Project Mgr. Karl Bjarke

CITY MANAGER'S REPORT AUGUST 16, 2022

San Juan School August 9, 2022



CITY MANAGER'S REPORT AUGUST 16, 2022

Public Safety Ad-Hoc Committee

Request to be a Standing Committee (8.16.22 CC mtg)

Review of Law Enforcement (8.16.22 CC mtg)

Weed Abatement Proposal from Commissioner Medeiros

Reviewed by Fire Dept. and Public Works

Develop a list of contractors for property owners

CITY MANAGER'S REPORT AUGUST 16, 2022

Planning Commission

County Presentation – Development around SJB

Open Letter-

Shared presentation with City Council

No Action taken

Commissioner Appointment 8.16.22

Fill Commissioner vacancy- start 8.17.22- appoint 9.20.22

CITY MANAGER'S REPORT AUGUST 16, 2022

Community Development

SOI/UGB Project- top priority (8.16 CC Mtg)

Sign Ordinance Compliance- advisory letter hand delivered

Hwy 156 Fence Ordinance – letter going out 8.11.22

Building Code Update coming soon

Renewing 4-Leaf Contract (building official, permits and inspections)

CITY MANAGER'S REPORT AUGUST 16, 2022

Other Development Status

The “Orchards” will re-submit their application in August

No other applications received in July or expected this month

Loayza Subdivision (Parcel) Map- record in August/September

SJB Alameda Enterprises (Gas Station)

Reimbursement Agmt. not yet final

Traffic Counts update August 2, 2022

Will come forward 9.20.22

CITY MANAGER'S REPORT AUGUST 16, 2022

Public Works

ADA Status and study

Active Transportation Plan to include ADA assessment

Linked Street Improvements to Sidewalk CIP

Street Improvement Project ("Pavement Management Plan")
(8.16.22 CC Mtg)

Speed Humps- A New Priority?

CITY MANAGER'S REPORT AUGUST 16, 2022

WATER

Rate Ordinance (8.16. CC MTG)

Property Tax from 1977- Reduce by 65%?

HRD Resumes Design Work

Two Agreement forth coming with SBCWD

- 1) Capital improvements

- 2) Regional "Hollister Urban Area Agreement"

CITY MANAGER'S REPORT AUGUST 16, 2022

WASTE WATER

Negotiating with Hollister about the final path of travel
(otherwise design is completed)

Submitted request to USFWS to expedite the permit review

Committed to mitigation measures

USDA Grant/Loan application complete by 8.5.2022 deadline

SRF Application complete- State to public project list end of
August

Not eligible for Community Development Block Grant funds



CITY OF SAN JUAN BAUTISTA CITY COUNCIL REPORT

TITLE: **APPOINTMENT OF TONY CORREIA TO THE PLANNING COMMISSION**

MEETING DATE: AUGUST 16, 2022

SUBMITTED BY: Melissa Lee, Deputy City Clerk

RECOMMENDED ACTION(S):

Appoint Tony Correia to the Historic Review Board and Planning Commission to complete the four (4) year term December 2020 – December 2024.

BACKGROUND INFORMATION:

On June 14, 2022 the City Council selected an ad hoc committee (Mayor Jordan and Vice Mayor Flores) to recruit for Historic Review Board (HRB) and Planning Commission (PC), according to Municipal Code Section 2-3-110 (attached).

APPOINTMENT TO THE HISTORIC REVIEW BOARD AND PLANNING COMMISSION

The ad hoc committee have accepted the application of Tony Correia (attached) to fill one of two current vacancies on this Board and Commission and recommends that City Council appoint Tony Correia to fill these vacancies with the four (4) year term December 2020 – December 2024

Attachments:

SJB Municipal Code Section 2-3-110
Planning Commission appointment terms
Application of Tony Correia

Planning Commission

2-3-110 Qualifications – Appointment – Term.

(A) Members of the Planning Commission shall be residents and registered voters of the City of San Juan Bautista and shall not be officers or management-level employees of the City at the time of their appointment and continuously during their terms of office. A Commissioner who has moved residence from the City shall be considered to have resigned from the Commission office.

(B) Planning Commission members' terms shall be four (4) years, which terms shall be staggered.

(C) Any vacancy in the Planning Commission from whatever cause arising, including expiration of term, shall be filled by appointment by the Council. Upon a vacancy occurring, leaving an unexpired portion of a term, any appointment to fill such vacancy shall be for the unexpired portion of such term.

(D) When there is a vacancy to be filled on the Planning Commission, except for a successful reappointment of a Planning Commission member for a successive, consecutive term as defined in subsection (E) of this Section, the City Council shall appoint an ad hoc subcommittee of two (2) members to receive applications and/or resumes, select qualified candidates for interviews, conduct interviews and make a brief report with a recommendation to the City Council. The City Council shall consider and vote on the recommendation and shall appoint the applicant who receives a majority of votes to the Planning Commission. If an applicant does not receive a majority of votes, the ad hoc subcommittee shall select a new candidate and present that candidate to the City Council at the following meeting.

(E) The City Council may, upon expiration of a Planning Commission member's term, reappoint the Planning Commission member for a successive, consecutive term, without requiring an ad hoc subcommittee to conduct interviews and make a recommendation. If the Planning Commissioner, whose term has expired, is not reappointed, the Council may direct the ad hoc subcommittee to review credentials and interview that Planning Commissioner, or to also consider other candidates for appointment to the Planning Commission, as set forth in subsection (D) of this Section.

Planning Commission-Historic Resources Board Appointments December 2021

Yolanda Delgado 12/18-12/22

~~Luis Matchain~~ 12/18-12/22
Vacant

Jackie Morris Lopez 12/20-12/24

David Medeiros 12/18-12/22

~~Dr. Mary Bains~~ 12/20-12/24
Tony Correia

THE CORREIA COMPANY

July 8, 2022

The City of San Juan Bautista

Re: Application for Planning Commission

Dear City Officials:

This letter is intended to express my intent to serve on the San Juan Bautista Planning Commission, as presented and discussed in greater detail in the attached Application and Addenda.

I thank you for your interest in this application and for giving me the opportunity to be of service to you. If you have any questions or concerns, please contact me at 707.495.1375 or tony@correiaco.com.

Sincerely,

A handwritten signature in dark ink, appearing to read "Tony Correia". The signature is fluid and cursive, with the first name "Tony" written in a larger, more prominent script than the last name "Correia".

Tony Correia
THE CORREIA COMPANY

**CITY OF SAN JUAN BAUTISTA
APPLICATION FOR COMMISSIONS AND BOARDS**

Check one: ☒ Planning Commission ☒ Historic Resources Board

1. Applicant Name: TONY CORREIA

2. Current Residence: 39 Church St., SJB

Mailing Address: PO Box 999, SJB, 95045

E-mail Address: tony@correia.co.com

3. Telephone Number: (Home) 707.495.1375 (Work) _____ (Cell) _____

4. How long have you been a resident of San Juan Bautista? 22 months

5. Are you currently serving or have you served on a City of San Juan Bautista Board, Commission, or City Council? NO

If yes, which one? _____ Term currently serving _____

_____ Term currently serving _____

6. What motivated you to apply for this Board or Commission? You may attach a separate sheet of paper.

SEE attached

7. What skills or attributes can you bring to this Board or Commission? You may attach a separate sheet of paper.

SEE attached

8. The primary role of a Board or Commission member is to provide advice to the City Council on policy issues that are within the scope of that Board or Commission. With this in mind, what steps would you take to effectively exercise this specific Board or Commission role? You may attach a separate sheet of paper.

SEE attached

9. List any relevant education, training or experience that demonstrates your ability to effectively serve on this Board or Commission. You may attach a separate sheet of paper.

SEE attached

Applicant's Name Tony CORREA

10. List and provide a brief description of your current or last occupation.

Real Estate APPRAISAL / CONSULTING
see attached

11. Have you attended a City Council, Board or Commission meeting, Town Hall meeting or Public Workshop? If so, please describe what you learned and what improvements you would suggest the City consider.

Yes. BETTER preparation.

12. Describe your involvement in community activities, volunteer and civic organizations.

see attached

13. Do you have any physical or mental constraints which may limit your ability to perform the duties of a Board or Commission member? If yes, what can be done to accommodate these constraints?

NO

(Note: Pursuant to the Americans with Disabilities Act, the City of San Juan Bautista will make reasonable efforts to accommodate persons with qualified disabilities during the Boards and Commissions interview process. If you require special accommodations, please contact the City Clerk at least five days in advance of any scheduled interview.)

I certify under penalty of perjury that all statements I have made on this application are true and correct. I hereby authorize the City of San Juan Bautista to investigate the accuracy of this information from any person or organization, and I release the City of San Juan Bautista and all persons and organizations from all claims and liabilities arising from such investigation or the supplying of information for such investigation. I acknowledge that any false statement or misrepresentation on this application or supplementary materials will be cause for refusal of appointment or immediate dismissal at any time during the period of my appointment.

YOUR APPLICATION IS NOT COMPLETE UNTIL IT IS SIGNED AND RETURNED.

IMPORTANT NOTICE

A Board or Commission member is a public official. As such, it is necessary to provide contact information to the public. Please note that all information provided on this form becomes a public record after it is officially filed. Please do not include any information on this form that you do not want posted on the City's web site and the City's Official Roster.

Applicants appointed to the Planning Commission and Historical Resources Board are required to file the Fair Political Practices Commission (FPPC) Statements of Economic Interest (Form 700), which are also a public record. A copy of this form is available in the City Clerk's office or by visiting www.fppc.ca.gov.

Signature of
Applicant

Tony Correa

Date

7/5/2022

Please mail, fax, or deliver to: City Hall, P.O. Box 1420, 311 Second St., San Juan Bautista, CA 95045,
FAX: 623-4093.

July 8, 2022

From: Tony Correia

To: The City of San Juan Bautista

This memo is intended to amend my application and to set forth my interest in serving on the San Juan Bautista Planning Commission/Historic Resources Board, and my qualifications to serve if appointed. I have become attached to this village since my wife and I were married in the Mission here in 1986. We moved here permanently in the fall of 2020, where we have renovated an adobe pueblo style home and we continue to run our Real Estate Appraisal and Consulting business here. I am attaching my current professional CV, and list of public speaking engagements, and offer the following as evidence of my qualifications to serve. I treasure the historic values of our village, and clearly wish to help in any way I can to preserve the historic aspects here, and unlocking the latent potential of the downtown, while balancing the obvious need for properly planned and managed growth. Also, we must recognize the critical need to protect and preserve the extraordinary resource of our surrounding farm land.

I have extensive experience in Real Estate, primarily in Appraisal, but also Consulting, Property Management, and as a former Broker and Partner/Owner in a large Commercial Real Estate firm. For the past 25 years, I have focused on the wine industry, working on wine properties throughout California and Oregon, with a specialization in the valuation of American Viticultural Areas (AVAs). I have been retained as an expert witness/consultant in many situations, by various Government agencies. I have testified before a committee of the California Assembly and been appointed to and served on various Boards and Committees, including fourteen years as a member of the Fresno County Tax Assessment Appeals Board, with six years as Chairman of that board. I was also appointed as a member of a Blue Ribbon Committee advising Fresno City and County regarding the delineation of Fresno City's Sphere of Influence. I was employed as a Real Estate Agent for the Fresno City Redevelopment Agency, assisting in many acquisitions and dispositions of various parcels of real estate for the redevelopment of that City's "Downtown", assisting in the Development of a new Hotel, Conference Center and many ancillary projects. I was employed as a Right of Way Agent for the California Division of Highways, now CalTrans, assisting in acquisitions, management and disposition of parcels of land acquired for construction of various Highway projects in District Six of the Central Valley.

As a professional expert, I have been retained by many private parties, attorneys, Cities and Counties in California, and by the State of California, the Federal Bureau of Reclamation, the US Attorney's Office, the US Department of Justice, and the US Internal Revenue Service. I have also been retained as an expert and testified in various court cases in Superior Courts of Kings, Merced, Madera, Monterey, Fresno, Santa Barbara, Stanislaus, Sonoma, Sutter, Los Angeles, and Napa Counties in California; Washoe County, Nevada; Cook County, Illinois; the U.S. District Court for the Eastern District of California; and Federal Bankruptcy Courts in Fresno, California and Phoenix, Arizona. I am often asked to speak at many different events at many venues from Hawaii to Geneva, Switzerland, as evidenced by the attached list of my public speaking engagements.

I have extensive experience in Conservation Easements and have been retained by various clients to offer valuation services and advice on many such assignments, including some of the largest in

California, such as the notable Hearst Ranch on the Pacific Coast in San Luis Obispo County (80,000+ acres) and the various holdings of the Hewlett and Packard families, including their very large ranch adjacent to the city of San Jose.

I also have extensive experience in the valuation of water rights and have been retained by many clients to offer my opinion of value on such rights. I was retained by the State of Hawaii on a challenging assignment, to establish the value of rental rates for leases of the State's water rights on the Island of Maui, Hawaii.

I also serve as a contributing editor to Wine Business Monthly magazine, where I published the attached article regarding the history of the wine industry in San Benito County.

I am hopeful the attached documents will serve to address your requirements for appointment.

**CURRICULUM VITAE
TONY CORREIA**

THE CORREIA COMPANY

MOBILE AND OFFICE PHONE: 707.495.1375

E-MAIL: TONY@CORREIACO.COM; WEBSITE: WWW.CORREIACO.COM

Tony Correia is widely recognized as a leading authority on the valuation of agricultural and rural properties, with a special emphasis on permanent plantings and processing facilities. He has appraised almost all types of agricultural and rural properties, including some of the largest and most complex properties in California. Appraisal assignments have been completed in California, Arizona, Nevada, Oregon, British Columbia, Virginia, and Hawaii. He has appraised many different types of permanent plantings, including almond, pistachio, walnut, pecan, and chestnut orchards, grape vineyards of all types, citrus groves, stone fruit orchards, date palm gardens, and mango groves. He provides a wide array of valuation and consulting services on agricultural and rural properties, specializing in more challenging valuations, including estate planning and settlement, undivided partial interests in real property, valuation of American Viticultural Areas, and water rights. He is also an instructor of valuation courses and seminars throughout North America, and is a frequent speaker on agricultural properties; valuation, taxation, and estate planning issues; water rights, and the wine industry and vineyard and winery markets. Tony also provides expert witness valuation services and has qualified as an Expert Witness in many local, State and Federal courts in California, Arizona, Nevada and Illinois. Tony was recently recognized as one of four top leaders in the wine industry at a gathering of the Top 50 Leaders in the Wine Business in Napa, California.

Tony has been in the real estate appraisal business since 1972, specializing in the appraisal of agricultural properties since 1982. He is currently Principal and Owner of The Correia Company and has previously held the professional designation of Accredited Rural Appraiser (ARA) from the American Society of Farm Managers and Rural Appraisers (ASFMRA) and the MRICS designation from the Royal Institute of Chartered Surveyors (RICS), although he has now retired from both professional organizations. Mr. Correia is also currently certified by the State of California as a Certified General Real Estate Appraiser, Certificate Number AG008510. He has held temporary appraisal certificates in Nevada, Hawaii, Virginia and Oregon. He founded the firm of Correia-Xavier, Incorporated, an independent appraisal firm focused solely on the appraisal of agricultural and rural properties, in 1992. He and his wife Stephanie owned and managed the firm from 1995 until 2005, when the firm was sold. Tony continued to serve as an Independent Contractor with the firm until 2013. The Correia Company was founded by Tony and Stephanie in 2008 as the next extension of their efforts to provide superior valuation services to their extended clientele.

After undergraduate work at Saint Mary's College of California and Syracuse University, Tony graduated from California State University, Fresno with a major and post-graduate work in English and a second major in Russian. Prior pursuits include former lives as a grape grower, partner in a large commercial real estate brokerage, and various government positions including a tour as an IRS examiner, and as a military intelligence analyst, cryptanalyst, and linguist. He now lives in San Juan Bautista with his wife Stephanie and enjoys travel, photography, great literature and music, fast cars, slow cooking, gardening, the study of wine, and the pursuit of knowledge.

Court Experience

Mr. Correia has qualified as an expert witness in the Superior Courts of Kings, Merced, Madera, Fresno, Santa Barbara, Stanislaus, Sonoma, Sutter, Los Angeles, and Napa Counties in California; Washoe County, Nevada; Cook County, Illinois; the U.S. District Court for the Eastern District of California; and Federal Bankruptcy Courts in Fresno, California and Phoenix, Arizona regarding property values and the economics of production agriculture.

Appraisal Experience

Mr. Correia has performed challenging appraisal and consulting assignments on some of the largest, most complex, rural and agricultural properties in the nation including:

- Leasehold valuation of water rights on the Island of Maui, Hawaii
- Valuation of the Getty Agri-Business Properties (77,000 acres of orchards, vineyards, processing facilities, and irrigated row cropland in seven counties)
- Other very large holdings of orchards, vineyards and processing facilities
- Ultra-premium, boutique, or “cult” wineries in Napa, Sonoma and Santa Barbara Counties
- Conservation Easements on large (>80,000+ acres) Pacific Coast ranches
- Several very large irrigated row crop farms, in excess of 50,000 irrigated acres
- The Almaden Vineyards in Monterey and San Benito Counties (the largest assemblage of vineyard holdings in the world at that time)
- Undivided partial interest in the leased fee estate, subject to a Conservation Easement, in a world-renowned vineyard
- The Sun World properties; vineyards, orchards, processing facilities, and irrigated row cropland in Madera, Kern, and Riverside counties
- 127 parcels of Southern Pacific’s “excess land” in Westlands Water District

Examples of appraised property types include:

- Permanent plantings, such as orchards producing almonds, pistachios, walnuts, pecans, chestnuts, peaches, plums, nectarines, cherries, and prunes
- Vineyards, including table, wine and raisin grapes, as well as kiwis
- Citrus groves, including Navel and Valencia oranges, lemons, Mandarins, Minneolas, Clementines
- Date palm gardens and mango groves
- Processing facilities, such as almond huller/shellers; pistachio dryer/processing and storage; tree fruit and table grape packing/cold storage; citrus packing and cold storage; wineries; garlic packing, dehydrating, and storage; tomato processing and storage; walnut dryers and storage; raisin packing and storage; cotton gins and storage; vegetable cooling, packing and storage; and dairies
- Row and field crops, cattle ranches, protected environmental habitats and conservation eased lands

Appraisal Clients

Mr. Correia has appraised properties, on a fee basis, for a broad spectrum of clients including:

- Federal, state, and local government agencies
- Major local, national and international banks
- Major insurance companies
- Pension funds, and pension fund advisors
- Investment funds, REITs, and advisors
- Numerous attorneys, accountants, corporations, partnerships, Merger and Acquisition Investment Bankers, real estate brokers, individual landowners and buyers and sellers of agricultural real property

Publications

- Central Coast Spotlight: “Where in the World is San Benito?”, in Wine Business Monthly magazine, June 2018, Pg. 64.
- Vineyard Values: “Million Dollar Vineyards in Napa Valley?”, in Wine Business Monthly magazine, May 2017, Pg. 72.
- How the Great Grape Shortage of 2012 is Driving the Vineyard Market, in Wine Business Monthly magazine, October 2015, Pg. 89.
- Vineyard Values and Planting Trends, in Wine Business Monthly magazine, May 2014, Pg. 68.
- Valuing Vineyards, on RICS-AMERICAS website, March 24, 2009, <http://www.ricsamericas.org/files/editor/file/Member%20Articles/Valuing%20Vineyards.pdf>
- The End of “California Dreaming?”, in Wine Business Monthly magazine, December 2008, Pg. 56.
- Insurance Companies Continue Tradition of Long-Term Ag Lending, in Wine Business Monthly magazine, November 2008, Pg. 74.
- Co-Author; Chapter 13, “Financial Aspects of Wine,” Wine; A Global Business, Second Ed.: 2008.
- Fresno State’s Viticulture and Enology Program, in Wine Business Monthly, December 2007, Pg. 94.
- Wine Grapes in the Central Valley, Proceedings Booklet, Agribusiness Management Conference, November 7, 2007. (With Nat DiBuduo, et al)
- Land Values vs Grape Prices, in Wines and Vines Magazine, October 2007
- Wine Grapes in the Central Valley, Proceedings Booklet, 25th Annual Agribusiness Management Conference, November 3, 2006. (With Nat DiBuduo and Stanley Xavier, Jr.)
- Wine Grapes in the Central Valley, Proceedings Booklets, Annual Agribusiness Management Conference, 2005, 2004, 2003. (With Nat DiBuduo)
- California’s Thriving Vineyard Market, Wines & Vines Magazine, October 2005, page 50.
- Buying and Selling Vineyard Land, in Northbay Biz Magazine, July 2005, page 83.
- Wine Renaissance Redux, paper presented at The Western Economic Association International Conference, San Francisco, California, USA, July 6, 2005
- Co-Author chapter entitled, The Financial Picture of Wine, in the textbook, Wine; A Global Business: Success Strategies for New World Wine, published by Sonoma State University’s Wine Business Program, August 2004, second edition August 2008 (above).
- What Goes Around Comes Around, Wine Business Monthly, February 2003, Pg. 54.
- Grape Grief, or: When the Party’s Over, with Richard Brockmeyer, in Wine Business Monthly magazine, October 2001, Pg. 12.
- All Dried Up, The California Raisin Industry, in Wine Business Monthly, August 2001, Pg. 42.
- Contributing Author, The Appraisal of Rural Properties, published by the Appraisal Institute, 2000.
- Locational Considerations in the Valuation of Permanent Plantings, in the 2000 Journal of the ASFMRA, Pg. 35.
- Vineyards as Investments, in Practical Winery and Vineyard Magazine, January 1999.
- Romance of the Vine, in Grape Grower Magazine, May 1996.

Professional Education - Tony has completed the following coursework:

- Bachelor of Arts Degree - California State University, Fresno, 1970, Graduate School, 1970 -72
- American Society of Farm Managers and Rural Appraisers (ASFMRA): Advanced Rural Appraisal; Principles of Rural Appraisal; Administrative Appraisal Review; Income Capitalization Leveraged; Advanced Appraisal Review; Report Writing; Standards and Ethics; Advanced Resources, Conservation Easements, Fractional Interests
- Appraisal Institute: IRS Summit; Appraisal Regulations - Federal Banking Agencies; Business Valuation Part I & II; Vineyard & Winery Valuation; Wetlands; “The Masters Class;” Undivided Interests, Case Studies in Limited Partnerships and Common Tenancies

- American Society of Appraisers (ASA): Principles of Business Valuation; BV201 through BV204
- International Right of Way Association (IR/WA): Appraisal of Partial Acquisitions; Legal Aspects of Easements; The Valuation of Easements
- Society of Real Estate Appraisers: Introduction to Appraising Real Property

Educational Experience – Tony has developed, instructed or co-instructed the following:

He instructed the Introductory Class in Farm Appraisal at California State University, Fresno from 1984 to 1996, and succeeded in certifying that class for full ASFMRA credit, California State OREA credit, and full CSUF credit. He has also developed, instructed or co-instructed the following classes for these respective professional associations in these locations:

- “Market Value and Fair Value,” AI, ASFMRA, RICS, and ASA, Washington and Oregon
- “Vineyard Valuation,” CALASFMRA, California Chapter; and AI, Northern California and San Diego Chapters
- “Fair Value Accounting and the Appraisal Profession,” ASFMRA, RICS, and ASA, California
- “Valuation of Conservation Easements,” served on course development team composed of members from ASFMRA, ASA, AI, and the Land Trust Alliance
- “Conservation Easement Appraisal,” ASFMRA, Calif., and AI, Hawaii
- “Agricultural Lease Valuation,” ASFMRA, AI, and the State of Hawaii, Hawaii
- “Vineyard Valuation,” “Summer Wine; Vineyard and Winery Valuation,” ASFMRA, ASA and AI, California
- “Valuation of Winery Assets,” AI, Seattle, Washington
- “Agricultural Real Estate Valuation and Business Enterprise Value,” ASFMRA, Texas
- “Appraising Permanent Plantings in Rapidly Changing Markets,” ASFMRA, California, and Valuation2000
- “Multi-Disciplinary Approach to Property Valuation,” ASFMRA, ASA and AI, Valuation2000
- “The Appraisal of Agricultural Related Businesses,” ASFMRA and the ASA, New Jersey, and California
- “Valuation of Easements,” IR/WA, California
- “Fundamentals of Rural Appraisal,” ASFMRA, California
- “Principles of Rural Appraisal,” the Mexican Institute of Valuation, Mazatlan and Mexico City, Mexico
- “Administrative Appraisal Review, ASFMRA, California, Arizona, and Montana;
- “Advanced Income Capitalization, UnLeveraged,” ASFMRA, California, Montana, and North Carolina
- “Advanced Resources (Water, Minerals & Timber),” ASFMRA, Colorado
- “Rate Extraction,” ASFMRA, Louisiana, Texas, Oregon, and Florida
- “Advanced Rural Case Studies,” ASFMRA and AI, California
- “The Appraisal of Permanent Plantings,” ASFMRA, California, Arizona, Oregon, and Florida

Public Speaking Events

Tony has been a guest lecturer at these educational institutions:

- UC Davis;
- UC Santa Barbara;
- Texas A&M University
- Sonoma State University;
- California State University, Fresno;
- Santa Rosa Junior College;
- Fresno City College;
- The Institute of Agribusiness at Santa Clara University;

- The University of Zacatecas in Mexico.

Mr. Correia has been invited to speak before meetings of:

- Various Boards and Committees of many large Investment Funds
- Global Ag Investing Conference, Geneva, Switzerland
- The Land Trust Alliance,
- American Bankers Association,
- California Bankers Association,
- American Bar Association,
- Realtors Land Institute
- American Society of Farm Managers and Rural Appraisers (ASFMRA),
- Appraisal Institute (AI),
- American Society of Appraisers (ASA),
- California Society of Certified Public Accountants,
- International Association of Assessing Officers (IAAO)
- California, Columbia River, and Arizona Chapters of the ASFMRA,
- San Joaquin Valley Ag Lenders Society,
- San Francisco Bay, Southern California, San Diego, San Joaquin Valley Chapters of AI
- San Joaquin Valley Chapter of the International Right of Way Association,
- Rotary and Lions Clubs,
- Society of Real Estate Appraisers, and
- The Central Region Assessor's Association.

Other

-
- Former President, Executive Board Member, and Education Chairman; CALASFMRA
 - Former ASFMRA National Committee Chairs; Technology; Appraisal Education; Public Relations
 - Former Board Member, Northern California Chapter, RICS America
 - Former Member and President, Chapter 50; International Right of Way Association
 - Former Member and Director, San Joaquin Valley Ag Lender's Society
 - Former Member and Chairman, Fresno County Tax Assessment Appeals Board (1982-1996)
 - Member, Steering Committee, Wine Industry Financial Symposium
 - Intelligence Analyst and Russian Linguist, U.S. Air Force Security Service (1963 - 1967)
 - Contributing Editor with Wine Business Monthly magazine

Public Speaking Appearances, Tony Correia (* = Scheduled)

- **Wine Market Update**, 2022 Vineyard Valuation Webinar, AI NorCal Chapter, Napa, CA, November 4, 2022 *
- **Vineyard Market Update**, Napa Valley Grapegrowers, June 3, 2021
- **Impact of Wildfires on the California Wine Industry**, CalCPA Wine Industry Conference, December 7, 2020
- **Wine Market Update**, 2020 Vineyard Valuation Webinar, AI NorCal Chapter, November 6, 2020
- **"2020 – The Year that Wasn't"**, CALASFMRA Fall Meeting Webinar, October 29, 2020
- **Vineyard Market Update, Webinar**, The Ciatti Company, June 3, 2020
- **"Grape Grief – Pieces of the Sky"**; Sonoma Valley Rotary, October 23, 2019
- **A Perspective of Vineyard Investments**, Turrentine Grape and Wine Brokerage, August 14, 2019
- **Acquisitions and Vineyard Pricing**; 2019 Vineyard Economics Seminar, Napa, CA, May 8, 2019
- **West Coast Approach to Buying and Selling Property**; Central Coast Insights, Paso Robles, CA, March 12, 2019
- **AVAs, Appellations, Regions, etc**; Oregon Wine Symposium, Portland, OR, February 12, 2019
- **Vineyard Market Update**; 2018 Vineyard Economics Seminar, Napa, CA, June 18, 2018
- **Trends (Evolution?) of California Wine Vineyards**; Wine Industry Conference, Santa Rosa, CA, April 26, 2018
- **California Vineyard Markets and Econometrics**, California Probate Referees Assoc., Napa, CA, December 8, 2017
- **Land Value Trends and the Impact on Wine Businesses; and New Kids on the Block: Institutions and Farmland Funds**; The Business of Wine, Napa, CA, November 16, 2017
- **California Wine Vineyards**; Sonoma County Employees' Retirement Assoc., Petaluma, CA October 5, 2017
- **The Downside of Premiumization**, Wine Industry Financial Symposium, Napa, CA, September 26, 2017
- **Vineyard Market Update**; 2017 Vineyard Economics Seminar, Napa, CA May 24, 2017
- **California Wine Vineyards; AgriVest Farmland Fund Inc.**, Petaluma, CA May 4, 2017
- **Wine Market; 2017 Trends in Agricultural Land & Lease Values**, Spring Ag Outlook, Fresno, March 30, 2017
- **The State of the Land and the Grapes**; Lodi Vineyard and Wine Economics Symposium, Lodi, CA, June 22, 2016
- **The Premiumization of Vineyards**; 2016 Vineyard Economics Seminar, Napa, CA May 25, 2016
- **Update on Capital Markets and Investing**, Unified Wine/Grape Symposium, Sacramento, CA, January 26, 2016
- **Water, Water, Everywhere**, California Bankers Conference, Monterey, CA, November 6, 2015
- **Water...It's Not Just an Agriculture Issue**, 2015 Annual Fall Conference, AI NorCal Chapter, San Francisco, CA, October 16, 2015
- **California Vineyard Markets**, Annual Meeting, Allied Grape Growers, Santa Rosa, CA, July 9, 2015
- **Vineyard Valuations**, Vineyard Valuation Seminar, AI NorCal Chapter, Napa, CA, June 26, 2015
- **Appraising Conservation Easement Donations**; Land Trust of Napa County, Napa, CA, May 7, 2015
- **Is California Special?** Unified Wine and Grape Symposium, Sacramento, CA, January 28, 2015
- **Winery and Vineyard Valuations**; Sacramento/Sierra Chapter Appraisal Institute, Tahoe, NV, October 23, 2014
- **Transactions; Who are the Buyers and Who are the Sellers**; Wine Industry Financial Symposium, Napa, CA, September 23, 2014
- **What the Vintners Buy**; 2014 Vineyard Economics Seminar, Napa, CA May 14, 2014
- **Creating Realizable Value in your Wine Business**; Moss Adams Wine Workshop, Santa Rosa, CA, March 6, 2014
- **Deep Dive into the Napa Data**; Napa Valley Vintners, Napa, CA, February 14, 2014
- **Valuation of Winery Brands and Operations**, Wine Business Conference, Napa, CA, November 7, 2013
- **North Bay Vineyard Valuations**, CALASFMRA, Davis, CA, October 3, 2013
- **The State of Supply and Processing**, Wine Industry Financial Symposium, Napa, CA, September 24, 2013
- **Impact Napa, panel speaker**, Napa, CA, August 29, 2013
- **Who is Buying Vineyards and Why?**; 2013 Vineyard Economics Seminar, Napa, CA May 23, 2013
- **Who Will Own Napa Valley in 20 Years?** Napa Valley Grapegrowers, Napa, CA May 7, 2013
- **Market Update**, UC Davis, April 12, 2013
- **Foreign Investment in the U.S. Wine Industry**; Oregon Wine Law Seminar; Newberg, OR, April 4, 2013
- **2012 Trends in Agricultural Land & Lease Values**, Spring Ag Outlook, Sacramento, March 21, 2013
- **State of the Wine Industry**, Silicon Valley Bank Webinar, January 15, 2013
- **Vineyard Update**; Calif CPA Education Foundation Wine Seminar, Napa, CA, December 10, 2012
- **Vineyard Valuation Seminar**, Appraisal Institute, San Diego, CA, November 16, 2012
- **Current Trends in Pricing**, Winery Purchase and Sales, Napa, CA, November 9, 2012
- **The Deal Makers**, Wine Industry Financial Symposium, Napa, CA, September 24, 2012

- **Game Change? You Betcha!;** 2012 Vineyard Economics Seminar, Napa, CA May 15, 2012
- **Valuation of Properties Subject to Environmental Easements and Restrictions,** Wildland Fire Litigation Conference, Sacramento, April 21, 2012
- **Land Price Prospects and Outside Investors,** UC Davis Agribusiness Exec. Seminar, Monterey, CA, March 6, 2012
- **AVA Valuations,** Sonoma County Winegrape Commission, Santa Rosa, CA, December 15, 2011
- **Water Valuation,** Water Rights, Hydrology and Water Resource Management In Areas of Abundance, Santa Rosa, CA, December 8, 2011
- **Wine Vineyard Markets,** San Joaquin Valley Winegrowers Association, November 18, 2011
- **Purchase and Sales, Real Estate,** Winery Purchase and Sales, Napa, CA, November 8, 2011
- **California's \$18 Billion Wine Industry: How Bubbly Is the Outlook?,** Association for Corporate Growth, 101 Corridor Chapter, Los Angeles, CA, November 2, 2011
- **Vineyard and Winery Markets,** California State University, Fresno, October 28, 2011
- **Beyond Row Crops, Opportunities in Permanent Plantings,** Global Ag Investing, Geneva, Switzerland, September 20, 2011
- **Vineyard and Winery Markets,** RICS Americas, Napa Valley, CA, July 19, 2011
- **Opportunities, Trends and Challenges;** MNP Wine Discussion, Okanagan Valley, BC, Canada, July 14, 2011
- **Show Me the Money;** Central Coast Insights, San Luis Obispo, CA, March 17, 2011
- **Tax Implications and AVA Valuations;** Napa Valley Vintners Association, Dec. 14, 2010
- **Wine Related Real Estate;** SF Urban Land Institute; Carneros, CA, November 14, 2010
- **Appraisals and the Valuation of Water Rights in the IRS Tax Deduction Transaction,** Water Seminar; Sacramento, CA, October 8, 2010
- **Rocky XXII, Still Rocking,** Wine Industry Financial Symposium, Napa, September 20, 2010
- **Opportunities, Trends and Challenges in the Wine Industry; The Napa Valley Perspective;** MNP Winery Roundtable Discussion, Okanagan Valley, BC, Canada, July 14, 2010
- **Weathering the Storm;** 2010 Vineyard Economics Seminar, Napa, CA May 11, 2010
- **Vineyards and Wineries – Market Conditions,** Texas A&M U., San Antonio, TX, May 6, 2010
- **Market Update,** UC Davis, April 12, 2010
- **2009 Trends in Agricultural Land & Lease Values,** Spring Ag Outlook, Visalia, March 25, 2010
- **Vineyard Valuation,** Virginia Vineyards Association, Charlottesville, VA, March 5, 2010
- **Water Valuation,** California Water Rights Sales and Transfers, San Francisco, CA, January 15, 2010
- **The Wine Cycle,** California Advancement Researchers Association, Irvine, CA, October 22, 2009
- **Water Valuation,** California Water Rights Sales and Transfers, Fresno, CA, September 30, 2009
- **Rocky XVIII, Down But Not Out,** Wine Industry Financial Symposium, Napa, September 14, 2009
- **The Argentine Wine Market and Export Trends;** <http://www.vinesofmendoza.com/blog/category/podcasts/>
- **Vineyard Valuation Issues;** 2009 Vineyard Valuation & Ag Symposium, Lodi, July 1, 2009
- **Potholes, Pitfalls & Opportunities, What's Down the Road for Growers;** 2009 Vineyard Economics Seminar, Napa, CA June 2, 2009
- **2008 Trends in Ag Land & Lease Values,** Spring Ag Outlook, Sacramento, April 24, 2009
- **Valuation of Properties Subject to Environmental Easements and Restrictions,** Wildland Fire Litigation Conference, Reno, Nevada, April 18, 2009
- **Market Update,** UC Davis, April 15, 2009
- **Vineyard and Winery Properties – Where are these markets going, and what does this mean to me?** Sonoma Valley Vintners and Growers Association, Sonoma, CA, March 26, 2009
- **Market Update; Unified Wine and Grape Symposium, Sacramento, CA, January 28, 2009**
- **Rocky XVII, Wine Market Update, Wine Industry Financial Symposium, Napa, CA, September 22, 2008**
- **Water Rights and Values, Chapter 50, IRWA, Fresno, CA, September 12, 2008**
- **Market Update; Vineyard Valuations,** Napa Valley Grapegrowers, Napa, CA, August 29, 2008
- **Water Valuation,** California Water Rights Sales and Transfers, Fresno, CA, July 10, 2008
- **Moderator and Chairman,** Vineyard Valuation Seminar VI, Appraisal Institute, Napa, June 6, 2008
- **Time to Plant?,** Vineyard Economics Seminar, Napa, CA, May 19, 2008

- **Capital Requirements and Sources**; Unified Wine and Grape Symposium, Sacramento, CA, January 30, 2008
- **Vineyard and Land Values**, Central Coast Wine Industry Conference, California CPA Education Foundation, San Luis Obispo, CA, November 30, 2007
- **Market Update for the San Joaquin Valley**, Central Valley Wine Symposium, Fresno, November 29, 2007
- **A History Lesson in Vineyard Investment; A Change in the Wind?**, Wine Industry Financial Symposium, Napa, CA, September 17, 2007
- **The Ten Year Itch, The Great Grape Cycle, Redux; Vineyard Valuations**, Napa Valley Grapegrowers, Napa, CA, August 24, 2007
- **Vineyard Values?**, 2007 Central Coast Insights, San Luis Obispo, CA, March 14, 2007
- **Vineyard Values and The Wine Cycle**, Appraisal Institute Winter Seminar, Disneyland, CA, January 27, 2007
- **Production and Crush Capacity**, Wine Industry Financial Symposium, Napa, September 27, 2006
- **Vineyard Value Trends**, Vineyard Economics Seminar, Napa, CA, May 16, 2006
- **Vineyard Appraisal Issues**, Vineyard Valuation Seminar, Appraisal Institute, Napa, CA, May 12, 2006
- **2006 Trends in Agricultural Land & Lease Values**, Spring Ag Outlook, Visalia, CA, April 27, 2006
- **Valuation**, California Water Rights Sales and Transfers, Fresno, CA, April 6; and Bakersfield, CA, April 28, 2006
- **Central San Joaquin Valley**, Land Values and Trends, with Stanley Xavier, Jr., Fresno Bar Association, Fresno, CA, March 22, 2006
- **Grape Supply**, Wine Industry Conference, California CPA Education Fndtn, Santa Rosa, CA, December 12, 2005
- **Vineyard and Land Values**, Central Coast Wine Industry Conference, California CPA Education Foundation, San Luis Obispo, CA, December 2, 2005
- **Harvest 2005; Wine Industry Outlook for the San Joaquin Valley**, Central Valley Wine Symposium, Fresno, Dec. 1, 2005
- **Valuing Large Tracts of Land**, Appraisal Institute, Fall Conference, San Francisco, CA, October 14, 2005
- **Business Enterprise Value in Ag Real Estate**, ASFMRA Conference, Austin, Texas, October 7, 2005
- **How is the Real Estate Bubble Affecting Vineyards & Wineries?** Wine Industry Financial Symposium, September 27, 2005, Napa, CA
- **An Overview of the Wine Industry**, Appraisal Institute, Summer Conference, Seattle, WA, July 7, 2005
- **Economics of Wine**, Western Economic Association International, San Francisco, CA, July 6, 2005
- **How do you Value Vineyards in Today's Climate?**, Vineyard Economics Seminar, Napa, CA, May 17, 2005
- **2005 Trends in Agricultural Land & Lease Values**, Ag Outlook Forum, Sacramento, CA, April 22, 2005
- **From Here to Insanity**; The Rebound of Agricultural Real Estate in the Central Valley, Fresno Bar Association; Ag Section, March 23, 2005
- **What's Ahead for the Russian River Valley Wine Grower?**; Russian River Valley Wine Growers Association; Sebastopol, CA, February 10, 2005
- **Understanding Appraisals; Conservation Easements**, Land Trust Summit, Modesto, November 13, 2004
- **Appraising Unique Properties—Part 7: Permanent Plantings**, ASFMRA 75th Annual Convention & Trade Show and 41st Annual Meeting, November 6, 2004
- **Nuts About Your Business**, ASAC National Convention & Annual Meeting, November 6, 2004
- **Appraising Unique Properties—Part 4, California vs. Australia: An Economic Comparison of the Wine Industry**, with Colin Gaetjens, ASFMRA Convention & Annual Meeting, November 5, 2004
- **Allocation of the Acquisition Price in Purchases and Exchanges of Agricultural Real Property**, with Craig A Houghton, ABA Business Cooperatives & Agricultural Committee Meeting, Boston, MA, October 1, 2004
- **Wine Industry Financial Symposium**, September 22, 2004, Napa, CA
- **Summer Wine; Valuation of Vineyards and Wineries**; Joint Meeting; NorCal Chapters of Appraisal Institute, ASA, and ASFMRA, Santa Rosa, CA; August 26, 2004
- **The Income Approach: an International Perspective**, ASA International Appraisal Conference, Kansas City; MO, July 26, 2004
- **Competitive Economics of Wine Production**, Western Economic Association International, Vancouver, BC, Canada; July 1, 2004
- **2004 Economic Forecast**, UC Santa Barbara; Santa Maria, CA; May 27, 2004
- **Time To Buy? Vineyard Modeling & Investment Opportunities**, Vineyard Econ Seminar, Napa; May 11, 2004

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- **Wine Cycles, and High Tech Tricks for Vineyard Appraisers**, Vineyard Valuation IV Seminar, Northern Calif Chapter of the Appraisal Institute, Napa, CA, May 7, 2004
- **Ag Real Estate, Chicken Little, and Pieces of the Sky**, Fresno Bar Association; Ag Section, March 24, 2004
- **Where ARE We In The Wine Cycle**, Santa Rosa Jr College, Santa Rosa, CA; March 18, 2004
- **OZ vs. the US**, Does Australia enjoy a competitive advantage over California? with Colin Gaetjens, "The Wizard of OZ," Jordan Winery, Sonoma County, CA; March 9, 2004
- **Financing the Future**, Central Valley Wine Symposium, Fresno, CA; December 4, 2003
- **Economic Outlook, Where are we in the cycle?** Central Coast Wine Industry Conference, California CPA Education Foundation, San Luis Obispo, CA; November 7, 2003
- **Conservation Easement Valuations**, Land Trust Alliance Rally, Sacramento, CA; October 16, 2003
- **Tea Leaves, Land Value Trends**, Wine Industry Financial Symposium, Napa, CA; September 26, 2003
- **Valuation Issues in Bankruptcies**, Central California Bankruptcy Association, Fresno, CA; September 19, 2003
- **Effective Use of Valuation Experts in Tax Planning and Tax Controversies**, American Bar Association Section of Taxation, Chicago, IL; September 12, 2003
- **Real Estate Market Update**, Santa Ynez Real Estate Professionals, Solvang; August 7, 2003
- **Appraisals – What they are and How to Use Them**, California Ag Lending Institute, Fresno, CA; June 26, 2003
- **Supply and Demand, Vineyard Removals? Vineyard Economics Seminar, Napa, CA; May 30, 2003**
- **2003 Trends in Agricultural Land & Lease Values**, 2003 Ag Outlook Forum, CALASFMRA, Sacramento, CA; April 25, 2003
- **Understanding Where We Are In The Wine Cycle**, Santa Rosa Junior College, Santa Rosa, CA; March 27, 2003
- **Ag Real Estate, Chicken Little, and Pieces of the Sky**, Fresno Bar Association; March 26, 2003
- **Supply and Demand, How much is enough?** Central Coast Insights, SLO, CA; March 19, 2003
- **Understanding Where We Are in the Wine Cycle**, 2002 Wine Industry Conference, California CPA Education Foundation, Napa, CA; December 6, 2002
- **Economic Trends**, 2002 Central Coast Wine Industry Conference, California CPA Education Foundation, SLO, CA; November 21, 2002
- **The Wine Industry Down Under and Over There**, 2002 Annual Fall Meeting, California Chapter of ASFMRA, Yosemite, CA; October 18, 2002
- **How to Value Agriculture, Introducing ASFMRA**, IAAO Annual Conference, IAAO, Los Angeles, CA; October 16, 2002
- **Technology Update**, Appraisal Institute, Honolulu, HI; July 13, 2002
- **Vineyard Valuation Seminar**, Appraisal Institute, Napa, CA; May 17, 2002
- **Conservation Easements Appraisal**, Pacific Land Trust Conference, Lake Tahoe; April 26, 2002
- **2002 Trends in Agricultural Land Values**, 2002 Ag Outlook Forum, Visalia, CA; April 17, 2002
- **Conservation Easement Valuations**, Land Trust Retreat, Fresno, CA; November 1, 2001
- **Agricultural Valuations**, Farmers Tax & Accounting Conference, CalCPA Education Foundation, Fresno, CA; October 24, 2001
- **Agricultural Valuations**, Farmers Tax & Accounting Conference, CalCPA Education Foundation, Fresno, CA; November 26, 2000
- **The Price is Right, Uses of Valuation Techniques**, Central Cal. Bankruptcy Inst., Fresno, CA; September 29, 2000
- **Appraisal Impact of Conservation Easements**, Professional Strategies for Preserving Assets and Saving Taxes Through Conservation Easements, Fresno, CA; September 27; and Merced, CA; October 3, 2000
- **Appraising Permanent Plantings in Changing Markets, and Multi-Disciplinary Valuation of a Suburban Citrus Operation**, Valuation 2000, Las Vegas, NV; July 11-13, 2000,
- **Vineyard Values and Income**, 2000 Vineyard Economics Seminar, Napa, CA; May 24, 2000
- **Vineyard Valuation Seminar**, Appraisal Institute, Kirkland Ranch Winery; April 14, 2000
- **Valuation of Agricultural Real Property Through the Eyes of the Appraiser**, Tax Section, American Bar Association, San Diego, CA; January 21, 2000
- **Appraisals and Appraisers**, San Joaquin River Parkway Trust; January 19, 2000
- **The True Value of Conservation Easements**, ASFMRA Convention, Reno, NV; November 6, 1999
- **Farm Land Values Forum**, ABA National Ag Bankers, Colorado Springs, CO; November 3, 1999
- **Conservation Easement Appraisals**, Land Trust Alliance Rally, Snowmass, CO; October 17, 1999

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- **What is a Winery Worth?** Assessing Real Estate: Wine Marketing Short Course, *Office International de la Vigne et du Vin (University of Paris)*, UC Davis; July 27, 1999
- **Vineyard Values and Trends**, 1999 Vineyard Economics Seminar, Napa, CA; June 16, 1999
- **Undivided Interest Valuations**, Estate Planning Section, Fresno County Bar Association; April 1, 1999
- **The Market**, Central Coast Wine Insights Symposium, San Luis Obispo, CA; March 17, 1999
- **What's It Worth? Valuation Techniques**, California CPA Education Foundation, San Luis Obispo, CA; November 9, 1998
- **Tax Implications of Conservation Easements**, Denver, CO; November 3, 1998
- **Agricultural Valuations**, California CPA Education Foundation, Fresno, CA; October 29, 1998
- **Vineyard Valuation**, International Right of Way Association, Bass Lake, CA; October 23, 1998
- **Panel Speaker, Wetlands Seminar**, Appraisal Institute, Sonoma, CA; September 25, 1998
- **Water Rights Valuation, and Appraisal of Vineyards and Wineries**, Appraisal Institute Regional Conference, Disneyland, CA; August 1998
- **Vintage Values, a Mock Vineyard Portfolio**, Vineyard Economics Seminar, Napa, CA; July 8, 1998
- **World Grape Supply**, Wine Industry Conference, CalCPA Educ. Foundation, Sonoma, CA; December 9, 1997
- **The Appraisal of Agricultural Lands**, Appraisal Institute Conference, Disneyland, CA; August 1997
- **A Shift to the Center**, Vineyard Economics Seminar, Napa, CA; June 1997
- **Land in Transition**, Appraisal Institute Regional Conference, Disneyland, CA; August 1996
- **California Land Values and Impact of the 1986-93 Drought**, Santa Clara University Agribusiness Institute, May 1996

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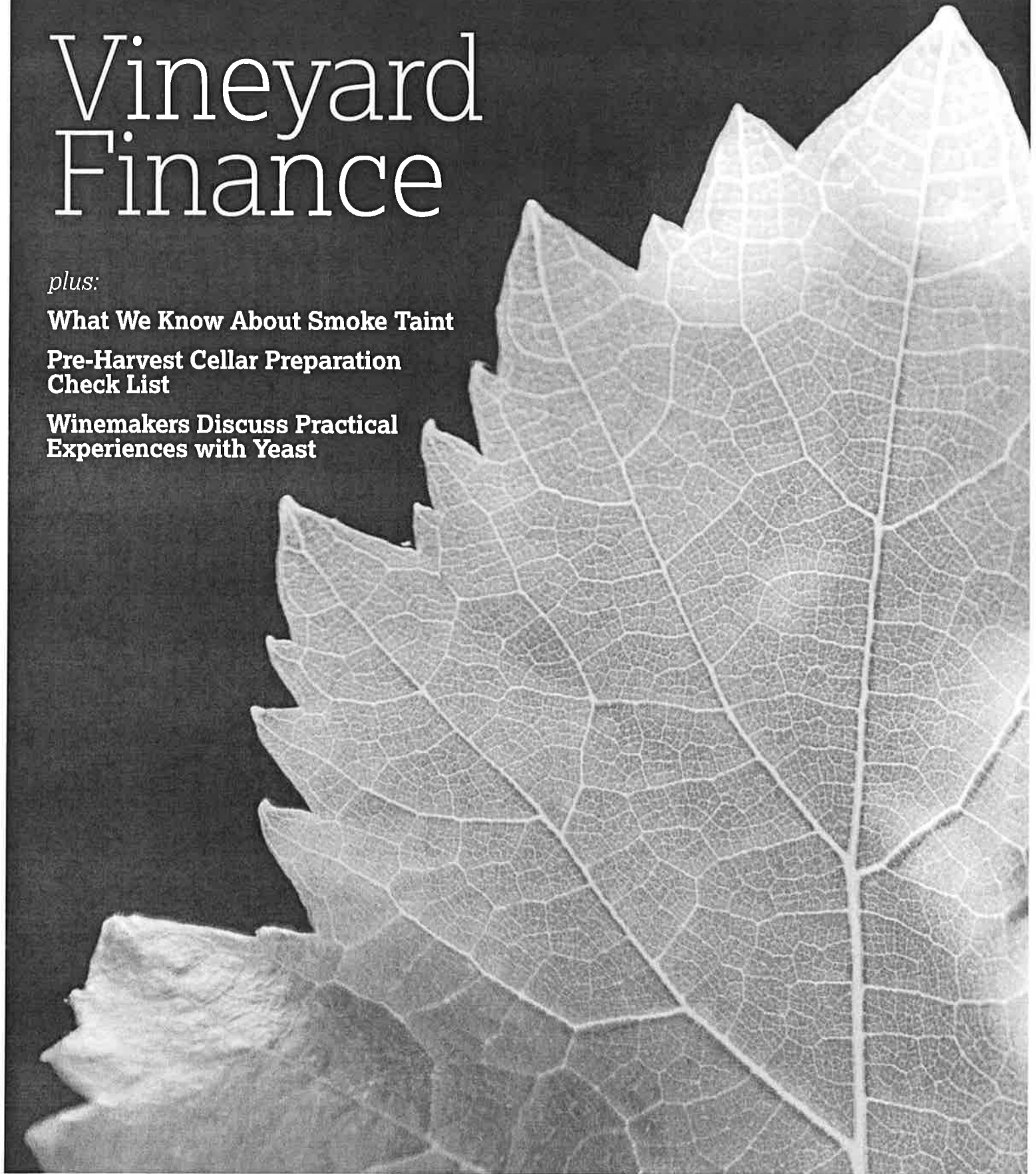
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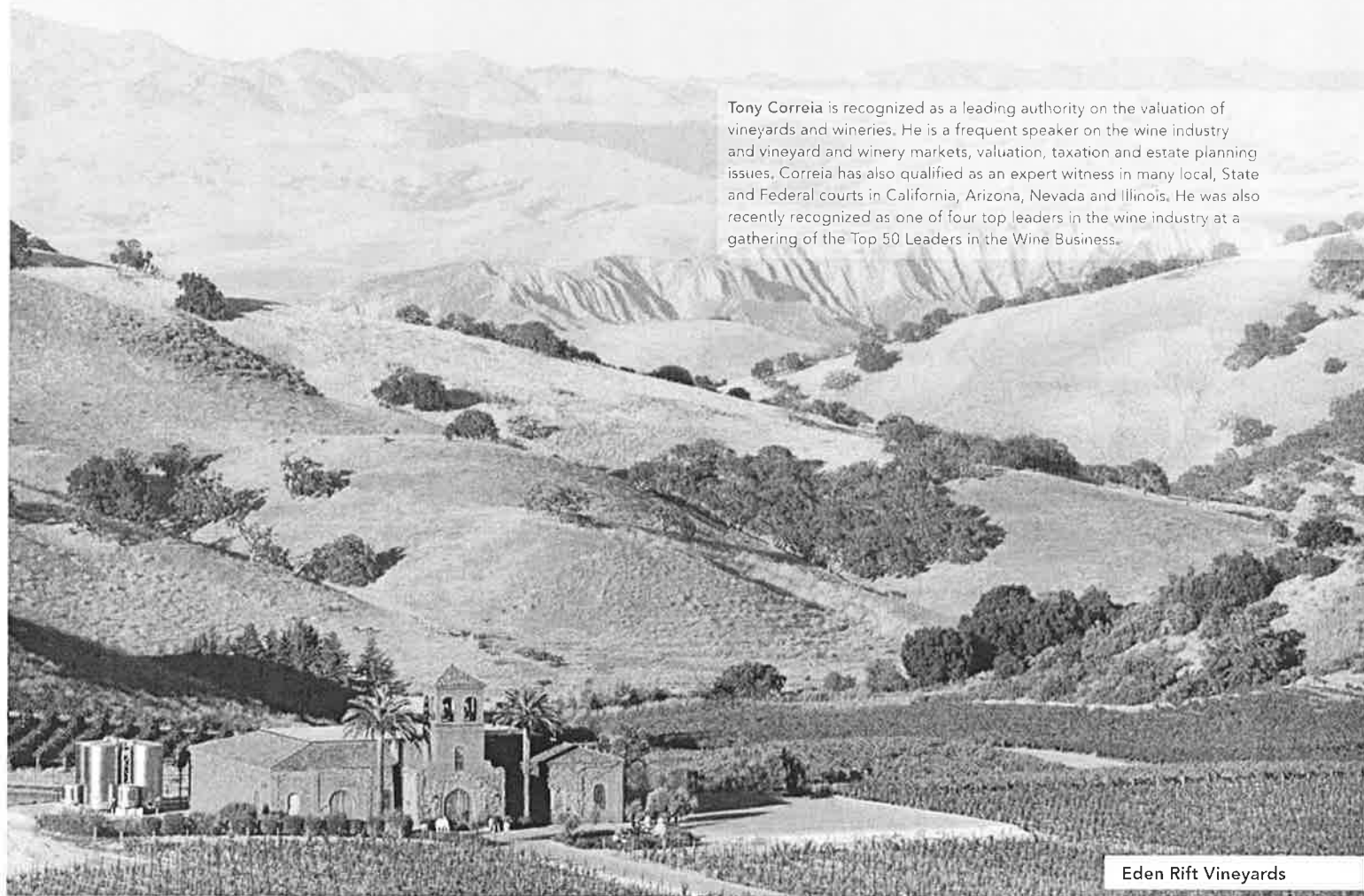
Central Coast Spotlight:

Where in the World is San Benito?

A history of the grape growing and winemaking efforts in the “forgotten” county

Tony Correia

Tony Correia is recognized as a leading authority on the valuation of vineyards and wineries. He is a frequent speaker on the wine industry and vineyard and winery markets, valuation, taxation and estate planning issues. Correia has also qualified as an expert witness in many local, State and Federal courts in California, Arizona, Nevada and Illinois. He was also recently recognized as one of four top leaders in the wine industry at a gathering of the Top 50 Leaders in the Wine Business.



Eden Rift Vineyards

SAN BENITO COUNTY IS often described as the sleepy, or forgotten, backwoods of wine country. However, the history of the county reveals some very interesting times. Baby Boomers may remember the area as the site of **Marlon Brando's** breakout 1953 movie, *The Wild One*, depicting the true story of a motorcycle gang that terrorized Hollister, the county seat, in 1947. But few of the younger generations even know where the county—or its two cities, Hollister and San Juan Bautista—are. Although only two miles from Highway 101, San Juan has been mostly bypassed by the 21st Century and retains much of its original character as a small Mission village. Few folks know that the official state gem of California is benitoite, named for its original finding at the headwaters of the San Benito River.

While the valleys of San Benito were once home to the largest contiguous

vineyards and the largest wine storage warehouses in the world (housing the **Almaden** and **Paul Masson** wine brands), the region suffered from a decrease in attention as the wine world changed. Many thousands of acres were abandoned after those brands were gobbled up by the global behemoths in a series of large scale mergers and acquisitions. Both brands were eventually moved to the large Paul Masson facility in eastern Madera County in the Central Valley. More recently, both brands, and the Madera facility, were purchased by **The Wine Group**.

The history of San Benito is one of a quest for gold and the fortunes to be made in California's Gold Rush followed by a litany of fortunes made and lost, French *bon vivants*, extravagant parties and lavish lifestyles. And in the best Old (and New) World style, the basic business plan was merger by marriage.



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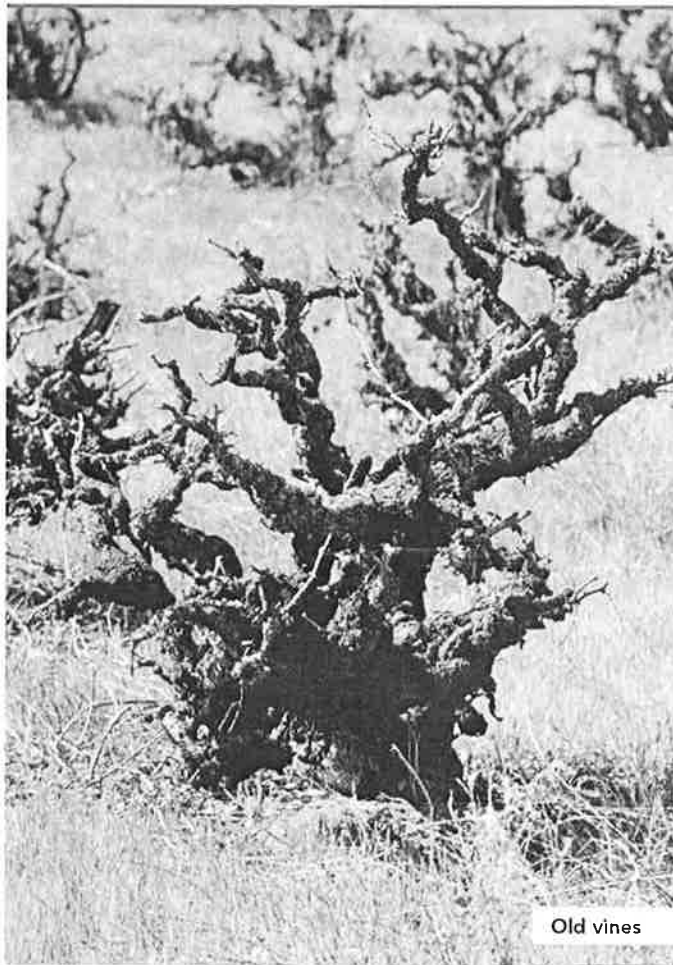
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Where in the World is San Benito?



Old vines

The Past

The gold fields of California didn't pan out for one Forty Niner. Etienne Bernard Edmond Théé left Bordeaux for America in the 1840s to seek his fortune, but soon realized the work was brutal, the life hard and the streets were not paved with gold. Fortune did smile upon him, though, as he realized the fertile fields offered a better opportunity, growing food and wine in the fertile fields of the South Bay to feed all those Forty Niners. In the Santa Clara Valley, Théé got a deal on a piece of land on the Guadalupe River, between Los Gatos and the New Almaden quicksilver mine. The word "Almaden" is, curiously enough, Moorish for "The Mine." He attempted to cultivate a common Mission grape varietal, the Criolla, but no matter what he tried, his wines were characterless.

In 1852, a young tailor named Charles LeFranc from Paris settled near Théé's place, and the men quickly became friends. LeFranc suggested they import French varieties from home, and they grafted French cuttings onto the Mission rootstock and repopulated the vineyard with the first high-quality French vines ever planted in Northern California. Fine wine was produced from these vines, and the friends soon erected an adobe winery, the "Almaden," Northern California's first ever commercial wine production facility. Shortly thereafter, LeFranc married Théé's daughter, Marie Adele, and became a 50 percent owner of Almaden.

Paul Masson had arrived from Burgundy after studying at College of the Pacific and became bookkeeper for LeFranc's New Almaden winery, married Louise LeFranc and developed a small vineyard in Mt. Eden he named La Cresta. Masson expanded and enjoyed great success with his sparkling wine, "Oeil de Perdrix" (Eye of the Partridge) and became a noted *bon vivant* in the salons of San Francisco.

After the great earthquake of 1906, Masson's partner, wealthy land owner and politician **Frank Moon**, died, leaving Masson in control of Masson. In 1909, **Henry LeFranc** and his wife were killed, and their daughter **Nelty** survived, leaving Masson in control of Almaden, and he renamed the facility as Paul Masson. Almaden passed through several hands, declining over the years, declaring bankruptcy in 1938, then Masson died in 1940 at age 81. **Louis Benoist** and **Lawrence Warehouse** bought Almaden in 1941. On the advice of Dr. Winkler, Benoist bought a large ranch and expanded the vineyards in Paicines, and then hosted extravagant soirees on the grand estate home high on the hill, overlooking the valley. Across the highway, the **Law Ranch** became the site of classical fox hunts, with the San Francisco "swells" and their hounds and horses chasing through the extensive fields.

Over the years, the Paul Masson and Almaden companies were traded sequentially up through the global giants **Seagrams/Heublein/Grand Metropolitan/National Distillers/Diageo** and appeared to be lost in the shuffle.

The Present

Most recently, San Benito has hosted several passionate visionaries in pursuit of the great California Pinot.

Williams Selyem, the iconic Pinot producer, purchased the **Vista Verde** vineyard, just north of the Paicines winery, during the Heublein/Grand Metropolitan/National Distillers transitions. Williams Selyem added acres to the site over the years as neighboring properties became available and still continues to source grapes from there, selling excess fruit to other vintners. Although many varieties have been grown there and on many of the other old Almaden vineyards, the site appears better suited to Pinot Noir, and some additional Sauvignon Blanc may be planted to satisfy the surging demand for this variety.

A Tale of Two Brothers

The most dramatic, and most recent wine event in the county is the recent acquisition of the iconic **Calera Wine Company** by **Duckhorn Wine Co.** in August 2017. A long, passionate quest for the perfect Pinot site led the legendary

Josh Jensen high atop the hills of Mt. Harlan, where he found the combination of limestone soils, microclimate, maritime influence, rattlesnakes, gophers and rocks in his quixotic pursuit of a site capable of producing a great California Pinot. Little water is found on the site, but the abundance of pests proved distracting enough to allow Josh and his team to disregard water, as they farmed crops to the heady yields of as much as a ton, or two, of grapes per acre. Jensen's passion proved fruitful as his wines gained global recognition and continue to be recognized as some of the finest in California wines. Now, with Duckhorn's production efficiencies and marketing muscle, Calera promises to retain its spot on the podium, with even broader distribution and market recognition. It is noteworthy that Duckhorn, long a

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Eden Rift Vineyards

North Coast-only business, reached down to San Benito County to acquire this iconic Pinot Noir producer. From San Benito's unique soils and its pristine landscape to its self-reliant people, **Alex Ryan**, CEO of Duckhorn, finds the area and Calera legacy captivating. He believes Josh Jensen did for Pinot Noir what **Mick Jagger** did for rock and roll, an opinion I share.

The result of another passionate pursuit, **Eden Rift Vineyards** is the "new" winery and vineyard complex envisioned by **Christian Pillsbury**, evolving out of the old **Pietra Santa** winery after Pillsbury's recent acquisition. Pillsbury has launched an ambitious campaign to revamp, update and revitalize the property, upgrading the vineyards and winery and restoring the elegant old residence to its former grandeur and repurposing it as an attractive

hospitality venue in pursuit of the "graceful elegance" he feels the property deserves. The venture recently received some notable recognition in an article in **Robert Parker's Wine Advocate**.

The vineyard management has been turned over to **Atlas Vineyard Management**, which is implementing an ambitious plan to upgrade to uber-premium status. In the cellar, winemaker **Cory Waller** walked us through several elegant Pinots and a delightful Chardonnay. Waller came to the property from his former position as assistant winemaker at Calera, where he worked with his brother, **Mike**, who remains as Calera's winemaker. Natives of nearby Hollister, both grew up exploring the hills and canyons of Cienega Valley. They also share an enlightened, "lazy" approach to their winemaking, allowing the wine to make itself and the fruit to express the terroir of the various sites.

The name Eden Rift comes from Pillsbury's passion for **John Steinbeck's** work, most notably, *East of Eden*, plus the simple fact that the Cienega Valley is actually a rift valley, as the Cienega Valley Road essentially follows the San Andreas fault through the valley. The geology of the area is defined by the two main faults that created the valleys, with Eden Rift and Calera on the Pacific tectonic Plate, west of the San Andreas Fault, and slowly moving north, while most of Paicines Valley is on the North American Plate, east of the Southern Calaveras/Paicines Fault, and slowly moving south. This juxtaposition of tectonic plates, and active faults, creates a broad range of soil conditions in the two valleys. And like most fault zones, groundwater can be erratic, with good water found in many areas of the valley floor, while other areas can be more problematic.



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No one can describe this area like John Steinbeck in *East of Eden*:

"I remember that the Gabilan Mountains to the east of the valley were light gay mountains full of sun and loveliness and a kind of invitation, so that you wanted to climb into their warm foothills almost as you want to climb into the lap of a beloved mother. They were beckoning mountains with a brown grass love."

The Gabilan Range defines the westerly boundary of San Benito County, with the Quien Sabe and Diablo Ranges defining the easterly. Gavilan, or Gabilan, is Spanish for hawk, and Cienega comes from El Gabilan de la Cienega, the hawk of the marsh. South of Paicines, Highway 25 leads to the extraordinary geology of the Pinnacles National Monument, where massive California condors soar above towering rock spires. A drive up to Fremont's Peak, where Captain **John Fremont** raised the American flag in short-lived defiance of the local Mexican authorities, allows rather dramatic views over the San Juan Valley, Monterey Bay and the Hollister Hills, but also reveals the old limestone quarry where the **Ideal Cement Plant** harvested limestone for so many years. The soils of the canyon are quite high in limestone, echoing the natural terroir of many of the famed Old World vineyard sites, and these limestone soils may thus be ideally suited for Pinot Noir, as Josh Jensen has demonstrated so well at Calera.

Backroads of this sleepy county are favorites of many car clubs, and chains of sporty or classic cars can often be seen snaking along the old roads, following the serpentine contours of the San Benito River, through the dappled sunlight shadows of the ancient oaks draped with Spanish Moss, with tufts of fog nestled in the crook of valley folds, sneaking peeks of the morning sun. Old family farms still work the fertile fields of the valley floor while old cattle ranchers still fight the battles of the beef business in the hills above the valleys.

The Law Ranch is now the **Paicines Ranch**, a large property that now serves as an event center, hosting weddings, conferences and horse events in grand style. Farther down the highway, **Fox Creek Ranch** also hosts large-scale weddings and conferences, etc. The **Leal** family has also opened several event centers, along with a winery in Hollister and hotel in San Juan. These hospitality and event centers appeal to the large population of new wealth only an hour and a half up the road in Silicon Valley and its environs, where young new millionaires are still minted frequently.

The Future

In the hills of the Gavilans, the wine industry's Don Quixote, the Rhône Ranger, **Randall Graham**, pursues the great American "vin de terroir." After years spent in search of just the right site, with just the right combination of climate, slope, aspect, limestone, precipitation, elevation and virgin soils, this "terroirist" finally found **Popelouchum**, a 280-acre farm out on Mission Vineyard Road, outside San Juan Bautista, just below the St. Francis retreat, which is home to his new estate vineyard and farm. The name "Popelouchum," pronounced "pope-loh-SHOOM," is the Mutsun language word the Ohlone natives historically used for the site. Its primary meaning is "the village" and secondary meaning is "paradise."

Fanatically devoted to the principles of organic farming and biodynamics, Graham is pursuing several unique and fascinating projects at Popelouchum, including a small Pinot Noir vineyard, planted on extraordinarily tight vine spacings, with vine rows only 1 meter apart, and the vines only 1/2 meter apart within the rows, for a plant population of over 8,000 vines per acre. Consider that vine density and you can begin to grasp the intensity of Randall's venture.

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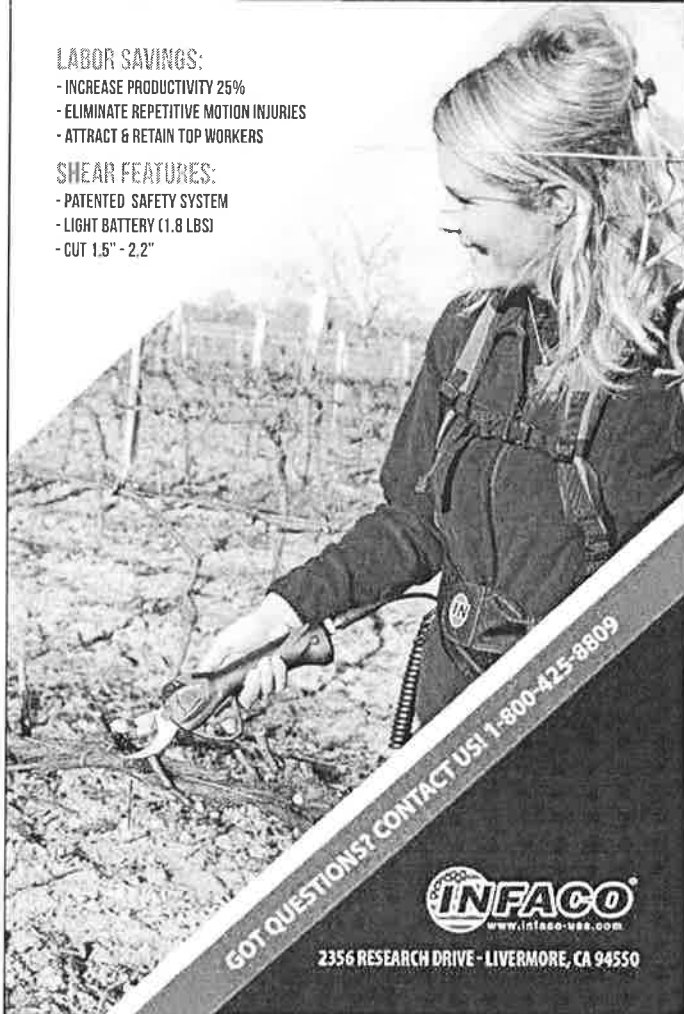
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Where in the World is San Benito?



View of San Juan Bautista from Popelouchum

Randall is also propagating a little-known grape rootstock, *vitis berlandieri*, which had adapted to the limestone hills of its native Texas and was highly tolerant of soils high in lime content and is known for its significant drought tolerance, exceptionally important to Graham's aim of dry-farming his vineyard.

Other projects underway include a large plot of Grenache vines planted from seed, ensuring each vine will be unique unto itself. Vines planted from seed also tend to be geotropic, sending their roots towards the center of the earth, penetrating deep into the soil, tapping ancient moisture and multiple minerals amidst the dark rocky depths. But perhaps his most intriguing project is his 10,000 grape vine varieties project, where he hopes to develop 10,000 unique vines. Each will be a separate, distinct variety from parents yet to be chosen. No single vine may prove to be the source of the next most favored grape, but the amalgamation of this broad collection of distinct grapes could prove to produce a wholly unique wine, a true expression of terroir. This follows on the path of the old "field blend" wines made from fields planted to many distinct varieties but harvested, crushed and fermented all together. While this may seem to be just wholly unfettered chaos to many, it is, in fact, carefully choreographed chaos, much like the White House.

Two giants of the wine industry have recently returned to the valley, with Delicato Family Vineyards, the sixth largest U.S. winery according to *Wine Business Monthly*, acquiring the old Almaden Paicines winery facility, formerly the home of Blossom Hill under Diageo and then Treasury Wine Estates. Ironically, as far back as the 1960s, Delicato had made wine for Almaden. Delicato is rebranding the facility as Alba Coast, adding four



million cases of production capacity with this April 2017 acquisition. No new brands are planned for the facility, which will process fruit from Central Coast vineyards as part of Delicato's ongoing premiumization and growth strategy. "Alba" means "dawn" or "sunrise" in Italian and reflects a "new dawn" for the still-family owned wine company.

The Wine Group (TWG), the second largest U.S. winery, according to *Wine Business Monthly's* February 2018 issue, has recently acquired the **Pinnacles Vineyard**, directly south of the new Alba Coast facility, in March 2017. Even more recently, they have also acquired more adjacent land holdings and are moving forward in developing this to new vineyards. TWG had purchased the old Almaden and Paul Masson brands in 2008, so now, nearly 170 years later, both Almaden and Paul Masson have returned to the sleepy backwoods of San Benito County.

So we see industry giants The Wine Group, Delicato and Duckhorn returning to the county where visionaries like Josh Jensen, Randall Grahm and Christian Pillsbury, have followed the pioneers of almost two centuries. Large hospitality and event centers are expanding and attracting visitors from the great wealth center of Silicon Valley, only an hour and a half north. What does the future hold for San Benito, with the allure of relatively inexpensive land, good water and proven production ability, in the attractive valleys of these sleepy backwoods, located less than a few hours south of the great wealth center of Silicon Valley?

Interesting times. WBM

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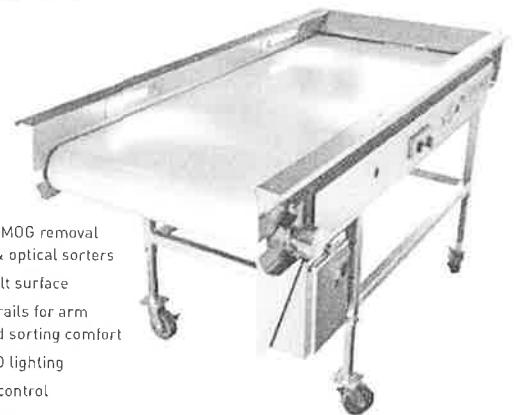


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CITY OF SAN JUAN BAUTISTA CITY COUNCIL STAFF REPORT

AGENDA TITLE: Community Plan – Sphere of Influence Study
Guiding Principles

MEETING DATE: August 16, 2022

SUBMITTED BY: Brian Foucht, Community Development Director

RECOMMENDED ACTION:

Staff recommends that the City Council approve the resolution establishing Guiding Principles to be used to inform preparation of the Community Plan authorized by the City Council via Resolution 2022-13.

BACKGROUND INFORMATION:

The City Council approved a two-tiered concept for Sphere of Influence/ Urban Growth Boundary as the starting point for a community conversation and eventual adoption of a Community Plan (City Council Resolution 2022-13).

A public engagement program was conducted in accordance with the adopted Community plan Scope of Work involving subject-oriented groups, a community meeting in a charrette format, and a joint City Council - Planning Commission meeting on June 13, 2022. The overarching concern expressed during these sessions was the effect of new development on community character.

Staff published a memo to the City Council (July 22, 2022) recommending that the City Council consider Guiding Principles for the Community Plan that would affirmatively address these concerns. Such Guidelines would be based on community engagement, the City of San Juan Bautista Design Guidelines, the Historic San Juan Bautista Plan, and the General Plan Elements Framework. Resulting Draft Guiding Principles for City Council consideration are contained in Exhibit A of the attached resolution.

Attachments:

1. Resolution

RESOLUTION 2022-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA ESTABLISHING GUIDING PRINCIPLES FOR THE COMMUNITY PLAN AUTHORIZED BY CITY COUNCIL RESOLUTION 2022-13

WHEREAS, following adoption of the 2035 General Plan in 2016 a Sphere of Influence coordinated with General Plan growth assumptions was not established. Accordingly, the City Council established the Urban Growth Boundary Committee (UGBC) to recommend a preferred Urban Growth Boundary/Sphere of Influence configuration as a means of initiating the Sphere of Influence discussion with San Benito County and LAFCO; and

WHEREAS, On February 15, 2022 the City Council approved Resolution 2022-13 authorizing preparation of a Community Plan program to amend the General Plan as necessary to prepare a specific plan for South San Juan Bautista and to adopt a Sphere of Influence/potential Urban Growth Boundary for presentation to the County of San Benito and approval by LAFCO; and

WHEREAS the Community Plan program has conducted a community engagement effort May 3 – 5, 2022 and a joint City Council / Planning Commission meeting on June 13, 2022; and

WHEREAS, the City Council is aware that there are concerns in the community regarding the effect of the Community Plan on community character extending from implementation of goals, policies and standards developed through the Community Plan program; and

WHEREAS the City Council desires to set forth a definitive basis, or principles, upon which the Plan will be prepared that are derived from the General Plan, Historic San Juan Bautista Plan, Design Guidelines and public input; and

WHEREAS, the City Council intends that these principles will be adhered to by staff and consultants authorized to prepare the Community Plan; and

WHEREAS, the City Council acknowledges that the Planning Commission will consider and recommend adoption of a Community Plan based on these guiding principles and, in so doing, will evaluate and interpret the application of guidelines for the purpose of preparing the Commission's recommendation to the City Council;

THEREFORE, BE IT RESOLVED: that the City Council direct that the principles contained in the attached Exhibit A shall be Community Plan Guiding Principles upon which the Community Plan will be prepared, reviewed, recommended for adoption and adopted;

BE IT FUTHER RESOLVED that the City Council directs the Planning Commission to review and consider Guiding Principles contained in Exhibit A as the Commission undertakes

review of alternatives, preferred and preliminary plans, diagrams, and narrative for recommendation to the City Council for adoption.

THE FOREGOING RESOLUTION was adopted by the City Council of the City of San Juan Bautista at its regular meeting held on the 16th day of August 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Leslie Jordan

ATTEST:

Melissa Lee, Deputy City Clerk

EXHIBIT A
GUIDING PRINCIPLES FOR
PREPARATION OF THE CITY OF SAN JUAN BAUTISTA COMMUNITY PLAN
August 16, 2022

1. The Community Plan shall evolve concepts such Sphere of Influence, Urban Growth Boundary, Planning Area and Municipal Service Area and configure corresponding areas in a manner that preserves, protects and enhances San Juan Bautista's unique and special character in the region. The Community Plan shall contain provisions to extend, concentrate and further this unique character so that it can continue to serve as the City's strength.
2. The Community Plan shall accomplish overall preservation, conservation and development policies, guidelines, standards and implementation programs consistent with the General Plan.
3. The Community Plan shall develop guidelines and measures designed to accomplish protection, preservation and enhancement of the essential, historical character of San Juan Bautista. To achieve this, the Community Plan shall develop overall guidelines that will apply to all areas and also guidelines that will apply to four (4) discrete community design subareas surrounding the City on the North, South, East and West. Community plan overall and subarea provisions shall address:
 - agriculture preservation;
 - visual resource protection;
 - natural resource conservation;
 - a commitment to interconnectivity with the fabric of historic San Juan Bautista;
 - historical, institutional and cultural resource relationships;
 - interconnected mobility;
 - cultural and historical resource enhancement; and
 - balanced and integrated open space, cultural, recreational, entertainment, hospitality, industrial, recreational and residential development in the overall context of conservation, preservation and enhancement of the character of the community.
4. The Community Plan shall take into account and utilize natural and cultural features and resources including watersheds, habitats, faults, farmland, groves, outcroppings and topography to configure areas for preservation, conservation, and development within areas of the City's Sphere of Influence and Planning Area.
5. San Juan Bautista does not sprawl. Compatibility between existing and newly developing areas shall be fostered by requirements in the Community Plan that new development be logical and reasonably contiguous with existing developed areas.

6. Community Plan design principles and standards shall emphasize compatibility between existing patterns and forms of land use. The Community plan shall emphasize that compatible, contiguous development will not involve a repetition of neighborhood designs that are inconsistent with existing or proposed new guidelines.
7. The Community Plan shall build upon the Historic San Juan Bautista Plan, Design Guidelines and General Plan Elements framework to establish new design principles and guidelines, thereby ensuring consistency with existing design principles.
8. The Community Plan shall incorporate and refer to design principles, measures and methods to preserve, conserve, protect and enhance visual and physical access to iconic natural resource and open space areas at the landscape level.
9. The Community Plan shall incorporate concepts to guide preservation, conservation, and development in new growth areas, including:
 - a) Gateways
 - b) Edges
 - c) Neighborhood patterns and design
 - d) Complete neighborhoods and streets
 - e) Shared parking
 - f) Housing choice
 - g) Architecture that celebrates local history, climate, ecology, and building practice
10. The Community Plan shall reference required guidelines and standards that are not addressed, or not sufficiently emphasized, in existing guidelines to ensure the character of the community is enhanced and strengthened via newly developed areas. Such references shall include required standards and measures that will foster creative place-making and shared, common civic and community values and experiences.
11. The Community Plan shall reference policies, design guidelines and programs to reduce unnecessary automobile trips, ease the traffic flow, reduce household transportation costs, reduce greenhouse gas emissions, and free up parking supply to serve those coming to work, shop, worship and play in San Juan Bautista.
12. The Community Plan shall incorporate provisions for a healthy, varied balance of modes that emphasize active transportation (bicycling and walking) for trips within incorporated areas of San Juan Bautista. The Community Plan will evolve principles to ensure that every resident within the city, now and in the future, should be able to access the shops downtown comfortably by foot in less than fifteen minutes.



CITY OF SAN JUAN BAUTISTA CITY COUNCIL REPORT

AGENDA TITLE: ESTABLISHING A PUBLIC SAFETY STANDING COMMITTEE

MEETING DATE: August 16, 2022

DEPARTMENT HEAD: Don Reynolds, City Manager

RECOMMENDED ACTION(S):

It is recommended that the City Council adopt the attached Resolution establishing a Public Safety Standing Committee.

BACKGROUND INFORMATION:

Attached as background information are the City Council's May 2021 consideration to establish a Public Safety Committee, and a July 25, 2022 staff report to the Public Safety Ad-Hoc Committee ("PSAHC"). The PSAHC is represented by Mayor Jordon and Councilmember Freels of the City Council, and Community-Member At large Rachel Ponce, Planning Commission Chair Delgado, and Historic Resources Board Chair Medeiros. The first meeting of the Public Safety Ad Hoc Committee occurred August 11, 2021. At that meeting the Committee agreed to be an "Ad-Hoc" Committee.

The report to the PSAHC July 25, 2022, explains that "Ad-Hoc" is not defined in the municipal code except for one place related to appointing Planning Commissioners. In these cases, the City will refer to the Roberts Rules of Order, which clearly distinguishes "Ad-Hoc" from "Standing Committee" as temporary in nature. For example, after a planning commissioner is recommended to the City Council and appointed, the committee's use ends. However, in the case of the PSAHC, the Committee has now met for a year, and the staff reports asks the question: "is its duty fulfilled?"

Over the past year, the Committee has accomplished a lot. It reviewed each service contract and interviewed the leaders of those contract agencies. It interviewed Code Enforcement. And when it came time to discuss the "Public Safety Initiative" approved in the FY 2020/21 Budget, it focused on security cameras. The Mayor and Police Chief of King City were invited to share their success reducing crime by using their camera system which continues to expand. The PSAHC recommended the re-establishment of the dedicated City Deputy, which was approved in October and established in March 2022. A second dedicated Deputy is proposed on this same agenda. The Public Safety Initiative security camera project is now funded with \$200,000.

DISCUSSION:

The July 25, 2022 PSAHC discussion centered on the continued need for this committee's work. It was the first PSAHC held per the requirements of the Ralph M. Brown Act. The list of accomplishments was recognized for its good work, and the Committee evaluated its future need.

After some deliberation, the Committee recommends to the City Council that a Standing Committee be established. Rather than meeting monthly, the Public Safety Committee will meet quarterly. The committee would be in place when new contracts are considered and changes and upgrades are needed. Approving the attached Resolution will establish this Committee.

FISCAL IMPACT:

There is no fiscal impact caused by the establishment of the Public Safety Committee.

ATTACHMENTS:

Resolution Establishing a Public Safety Standing Committee

RESOLUTION NO. 2022- XXX

**A RESOLUTION OF THE CITY OF SAN JUAN BAUTISTA ESTABLISHING A
PUBLIC SAFETY STANDING COMMITTEE**

WHEREAS, the City has executed contracts for almost all of its public safety services, including law-enforcement and fire protection; and

WHEREAS, during the 2021 Budget deliberations, the City Council established three initiatives; 1) Urban Growth Boundary/Sphere of influence, 2) Public Safety, and 3) Third Street Master Plan; and

WHEREAS, the establishment of a Public Safety Ad-Hoc Committee was first approved by the Planning Commission May 4, 2021, and then confirmed and approved May 11, 2021; and

WHEREAS, subsequently, the City Council appointed Councilmember Freels and Mayor Jordon, Planning Commission Chair Delgado, Historic Resources Board Chair Medeiros, and community-member “at-large” Rachel Ponce; and

WHEREAS, at its first meeting August 11, 2021. Mayor Jordon was appointed the Chair and Community Member At-Large Ponce was appointed as the Vice-Chair, and the Committee confirmed its standing as an “ad-hoc” or temporary committee; and

WHEREAS, after one year, the Committee had completed several significant tasks, including changing the method by which the Sheriff enforced the City’s laws establishing a dedicated deputy, a second dedicated deputy position, a new private security provider, and defining the Public Safety Initiative to focus on a security camera system for the City that now has a budget of \$200,000; and

WHEREAS, after its first year, the Committee met July 25th, 2022, and considered its status as a temporary “ad-hoc” committee, or becoming a permanent “standing committee,” as provided in the attached staff report; and

WHEREAS, the members of the Committee present July 25th, 2022, all agreed that it was important to continue the work of the Public Safety Committee as a City Council approved permanent standing committee, that would meet quarterly rather than monthly, or as otherwise needed; and

WHEREAS, City Council agrees with the recommendation from Public Safety Ad-Hoc Committee, and desires to establish a permanent Public Safety Standing Committee.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE
CITY OF SAN JUAN BAUTISTA NOW HEREBY FINDS:**

1. That the recitals in this Resolution and accompanying staff report are true and correct and are hereby made a part of this Resolution.

2. By approving this Resolution, the City Council of the City of San Juan Bautista does hereby establish a Public Safety Standing Committee.

PASSED AND ADOPTED by the City Council of the City of San Juan Bautista at a regular meeting held on the 16th day of August, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Leslie Q. Jordan, Mayor

ATTEST:

Melissa Lee, Deputy City Clerk



City of San Juan Bautista

The "City of History"

Public Safety Ad-Hoc Committee

AGENDA TITLE: **CONSIDER THE PUABLIC SAFETY AD-HOC
COMMITTEE STATUS AND ITS FUTURE**

DATE: **JULY 25, 2022**

FROM: **Don Reynolds, City Manager**

RECOMMENDATION:

It is recommended that the Public Safety Ad-Hoc Committee consider its status as either an "Ad-Hoc Committee" or a "Standing Committee."

BACKGROUND:

"Item 4C" on the August 16, 2021 "Public Safety Committee" was intended to help define the future of the Public Safety Committee as either a City Council "Standing Committee" subject to the Brown Act, and serving as a permanent advisory committee, or as an "Ad Hoc Committee" with a specific task and focus, and limited term. The Ad-Hoc Committee was formed, and typically these less formal Committees can proceed without the need to follow the Brown Act regulations due to their temporary nature. Minutes and meeting recordings are all available on the City's web-site.

For the Ad-Hoc Committee's benefit, the first attachment shows that the municipal code does not clearly define "Ad-Hoc" versus "Standing Committee." And when this is the case, the City refers to Roberts Rules of Order. The definitions of both types of committees are provided in the attachment from Roberts Rules of Order, 11th Edition.

Recently in a June email to the City Manager, the Sheriff expressed a concern that this Committee is subject to the Brown Act. The attachment provides the dialogue between a certified City Clerk serving the City in the absence of the City Clerk, (Norma Ally), and the City Attorney. Both opinions reflect that the public would best be served if the Ad-Hoc Committee does follow the Brown Act. This meeting is compliant with the Brown Act.

DISCUSSION:

Has the Committee completed its work, or is there a continued need to meet?

The City Manager is able to establish Committees under the City Code, and his intentions in suggesting the Committee be formed have been satisfied for now. The Committee's accomplishments are many, including the recommendations to change the Sheriff operation to a Dedicated Deputy, and selecting and supporting the funding for a city-wide security camera system. This direction was supported and funded as the City's "Public Safety Initiative." It also supported a \$150,000 increase to the City's Sheriff contract, adding a second dedicated deputy. Staff now needs time to implement the Initiatives with the Sheriff.

The purpose of this report is to either end the Ad-Hoc Committee, or re-establish it as a Standing Committee.

- If the Ad-Hoc Committee were to end, a final report will be first approved by the Ad-Committee and then submitted to the City Council.
- Otherwise, staff will draft a report to the City Council that justifies the continued need for a standing committee, ***based on feedback received from this discussion***, seeking new direction from the City Council. In that case, the terms of the Committee members would be subject to review or confirmation, following the Council's "re-organization" after the November election.

From: [Norma Alley](#)
To: [Don Reynolds](#); Attys@WellingtonLaw.com
Subject: Re: Ad-Hoc Committee versus Standing Committee
Date: Monday, July 18, 2022 10:01:06 AM
Attachments: [Outlook-klk5suuf.png](#)

Good morning Don,

It sounds like your Monday has kicked off with a bang. What was his reasoning for the violation? I think your route of either disbanding due to completion of their charge or making it a formal committee is a prudent approach for full disclosure and transparency.

Norma I. Alley, MMC

RGS Advisor
Regional Government Services
nalley@rgs.ca.gov
(650) 587-7300 x121



From: Don Reynolds <citymanager@san-juan-bautista.ca.us>
Sent: Monday, July 18, 2022 9:55 AM
To: Attys@WellingtonLaw.com <attys@wellingtonlaw.com>
Cc: Norma Alley <nalley@rgs.ca.gov>
Subject: Ad-Hoc Committee versus Standing Committee

Bob, the Sheriff complained that the City's "public Safety Ad Hoc Committee" violates the Brown Act, and stated he would no longer attend (or send a delegate).

I am preparing the Agenda for July 25- this will be almost a year. I think they can end now. They picked a priority project (security camera system). If they want to continue they have to become a standing committee appointed by the City Council (?)

Don Reynolds
City Manager
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311 Second Street
San Juan Bautista CA 95045
(831) 623-4661 x 14
C (831) 594-6322 (New!)

From: Attys@WellingtonLaw.com
To: [Don Reynolds](#)
Cc: ["Norma Alley"; Attys@WellingtonLaw.com](#)
Subject: RE: Ad-Hoc Committee versus Standing Committee
Date: Monday, July 18, 2022 12:58:17 PM
Attachments: [Joiner v City of Sebastopol.pdf](#)

Don – I believe the Sherriff is correct as to the application of the Brown Act to the Public Safety Ad Hoc Committee. My understanding is the Public Safety Ad Hoc Committee was created by the Council and is advisory and reports back to the Council and consists of two member of the City Council and two members of the Planning Commission/HRB along with a member of the public. With that composition, the committee is subject to the Brown Act per Joiner v City of Sebastopol (1981) 125 Cal. App. 4th 781 (copy attached).

Bob

From: Don Reynolds <citymanager@san-juan-bautista.ca.us>
Sent: Monday, July 18, 2022 9:56 AM
To: attys@wellingtonlaw.com
Cc: Norma Alley <nalley@rgs.ca.gov>
Subject: Ad-Hoc Committee versus Standing Committee

Bob, the Sheriff complained that the City's "public Safety Ad Hoc Committee" violates the Brown Act, and stated he would no longer attend (or send a delegate).

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125 Cal.App.3d 799
Court of Appeal, First District, Division 1, California.

Ernest J. JOINER and George
Klineman, Plaintiffs and Appellants,
v.
CITY OF SEBASTOPOL,
Defendant and Respondent.

Civ. 46515.
|
Nov. 18, 1981.

Synopsis

Newspaper publisher and newspaper correspondent filed complaint for injunctive relief claiming that proposed nonpublic meeting of joint group of city council and city planning commission members would violate the Ralph M. Brown Act, and city cross-complained for declaratory relief. The Superior Court, Sonoma County, Joseph P. Murphy, Jr., J., found in favor of city, and plaintiffs appealed. The Court of Appeal, Grodin, J., held that group consisting of two members of city council and two members of city planning commission, which was in both instances less than quorum of their respective bodies, created at the initiative of city council for purposes of making recommendations to city council concerning filling of vacancy on planning commission, constituted a "legislative body" within meaning of Brown Act requiring all meetings of legislative body of local agencies be open and public where representatives of council and commission were not to report back with information to their respective boards, but were to review applicants and report, with recommendations, to city council, which had sole legal responsibility for filling the vacancy and group was appointed by formal action of city council.

Reversed and remanded.

West Headnotes (1)

- [1] **Zoning and Planning** Access; open meetings

Group consisting of two members of city council and two members of city planning commission, which was in both instances less

than quorum of their respective bodies, created at the initiative of city council for purpose of making recommendations to city council concerning filling of vacancy on planning commission, constituted a "legislative body" within meaning of Brown Act requiring all meetings of legislative body of local agencies to be open and public where representatives of council and commission were not to report back with information to their respective boards, but were to review applicants and report, with recommendations, to city council, which had sole legal responsibility for filling the vacancy and group was formed by formal action of council. West's Ann.Gov.Code §§ 54950 et seq., 54952.3, 54953.

6 Cases that cite this headnote

Attorneys and Law Firms

***800 **300** A. J. Di Mauro, Rohnert Park, for plaintiffs and appellants.

Edward Dermott, City Atty., Dermott & Cutler, Law Corp., Santa Rosa, for defendant and respondent.

Frederick W. Clough, City Atty., Santa Barbara, for amici curiae.

Opinion

***801** GRODIN, Associate Justice.

The Ralph M. Brown Act (Gov.Code, s 54950 et seq.) requires that "(a)ll meetings of the legislative body of a local agency shall be open and public" (s 54953). The term "legislative body" is defined in section 54952.3 to include "any advisory commission, advisory committee or advisory body of a local agency, created by charter, ordinance, resolution, or by any similar formal actions of a governing body or member of such governing body of a local agency ... (but) as defined in this section does not include a committee composed solely of members of the governing body of a local agency which are less than a quorum of such governing body." The question presented by this appeal is whether a group consisting of two members of a city council and two members of a city planning commission (in both instances less than a quorum of their respective bodies), created at the initiative of the

Joiner v. City of Sebastopol, 125 Cal.App.3d 799 (1981)
178 Cal.Rptr. 299

city council for the purpose of making recommendations to the city council concerning the filling of a vacancy on the planning commission, constitutes a "legislative body" within the meaning of that section.¹ Contrary to the ruling of the trial court, we hold that it does.

Factual and Procedural Background

The relevant facts are not in dispute. The City of Sebastopol has a city council and a planning commission. The members of the commission are appointed by, and serve at the pleasure of, the council. On February 16, 1976, the mayor announced at a regular city council meeting that a member of the planning commission had resigned, and the council then discussed various procedures for interviewing applicants for the vacant position. The city attorney advised that a group consisting of less than a quorum of the council and less than a quorum of the planning commission could interview applicants and make a joint recommendation to the council concerning the appointment of a commissioner to fill the vacancy. The council agreed to commend that approach to the planning commission, and designated two council members to meet for that purpose in the event that the commission similarly *802 designated two of its members. On February 24, 1976, the planning commission discussed the council's proposal at its regular meeting, but took no action. At the next regular meeting of the city council, on March 1, 1976, the city council again discussed the procedure; and the mayor asked the chairman of the planning commission, who was present, "to poll the Commission members and see if two will serve with two council members and participate in private interviews and return with the information to the City Council." The chairman did that at the next regular meeting of the planning commission about a week later, and two commissioners volunteered to serve.

At this point appellants, who are a newspaper publisher and a newspaper correspondent, interceded by filing a complaint for injunctive relief, claiming that the proposed non-public meeting of the joint group would violate the Brown Act. In fact, the meeting never took place. The city cross-complained for declaratory relief, however, and the action proceeded.

After a two-day trial, the trial court made "findings" to the effect that, "No 'Advisory Commission or Advisory Committee' ever came into being, nor was it contemplated that such Commission or Committee **301 would be 'created' by the City Council"; that "The City Council's

proposal was that a sub-committee of the City Council, consisting of less than a quorum, and a sub-committee of the Planning Commission, consisting of less than a quorum, meet together for purposes of discussion, evaluation and recommendation, but that such group not possess any power or any decision making authority"; and that "Whatever recommendations may have resulted from the meeting of the proposed group would not be binding upon the City Council." It entered judgment declaring: "The use of sub-committees of two public agencies constituting less than a quorum of each public agency or legislative body for the purposes herein contemplated, does not constitute a violation of the Brown Act," and directed that each party bear its own costs and attorney's fees.² This appeal followed. A number of cities have filed an amicus curiae brief in support of respondent's position.

Discussion

The critical question is whether the group contemplated by the city council's action would constitute an "advisory committee ... created *803 by ... formal action" of the city council. If so, then it would constitute a "legislative body" within the meaning of section 54952.3, since its composition was not limited to members of the city council as required by the exception to that section. The question is one of law applicable to undisputed facts, so that this court is not bound by the trial court's negative "finding" on that ultimate issue. (Cf. Mantonya v. Bratlie (1948) 33 Cal.2d 120, 128, 199 P.2d 677; 6 Witkin, Cal.Procedure (2d ed. 1971) Appeal, s 256.)

In support of the trial court's reasoning, respondent and amici rely upon Henderson v. Board of Education (1978) 78 Cal.App.3d 875, 144 Cal.Rptr. 568, which held that the open meeting requirement of the Brown Act did not apply to meetings of three "ad hoc advisory committees" created by the Board of Education to interview candidates for appointment to the board, because each committee was composed solely of members of the governing body, and each comprised less than a quorum of that body, thus meeting the requirements of the exception to section 54952.3. Henderson, however, does not address the issue presented here. The group contemplated by the city council's action in this case was not to be limited to members of the governing body, so that if that group constituted an "advisory committee" the exception does not apply.³

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Respondent and amici rely also upon an unpublished "indexed letter" from Attorney General Younger to State Senator Behr (Cal.Atty.Gen. I.L. 76-174 (Aug. 27, 1976)) in response to the Senator's inquiry: "Are the open meeting requirements of the Ralph M. Brown Act applicable to the meetings which have been or are being held between representatives of Lake County and Yolo County to discuss mutual water problems of the two counties?" The meetings were of two subcommittees of the boards of supervisors of the two counties, each consisting of less than a quorum of each board. The Attorney General expressed the opinion as regards section 54952.3 that "the two subcommittees *804 would be removed from the definition of a 'legislative body' by the terms of the section itself, which exempts 'a committee composed solely of members of the governing body of a **302 local agency which are less than a quorum of such governing body.'"⁴

That opinion, however, concerned a meeting between representatives of two legislative bodies, both of which had responsibility for the subject matter under discussion, in order to discuss their "mutual" problems and, presumably, to report back to their respective bodies. To characterize such a meeting as being between two subcommittees, rather than as the meeting of a single "advisory committee," seems entirely appropriate. A different question is presented here, where the proposed meeting was for the purpose of making a recommendation to the city council concerning a matter within its sole responsibility.

This distinction is reflected in a recent formal opinion of the Attorney General (— Ops.Cal.Atty.Gen. — (1981) No. 81-218) concerning proposed meetings of a "Coordinating Committee," consisting of less than a quorum of the governing boards of the El Dorado County Water Agency and the El Dorado Irrigation District, to discuss mutual problems concerning development of the South Fork of the American River for energy and other purposes. The facts as presented to the Attorney General were in dispute: government officials characterized the coordinating committee as "in reality two subcommittees of the respective governing bodies which are sent to meet with each other and do nothing but report back with information to their respective boards to avoid the necessity of the full boards jointly meeting all the time," whereas a local newspaper asserted that the committee "is a single committee which has generally acted like a 'unitary body.'" Declining to resolve the factual dispute, the Attorney General opined that the answer depended upon which characterization was correct: if the committee

were "an independent, separate committee which has been established by the two governing boards," then the open meeting requirement of the Brown Act would apply; but "if the 'committee' is in fact two subcommittees of the governing boards of the water agency and the irrigation district," then the requirement would not be applicable.

We are, of course, not bound by opinions of the Attorney General, but in matters of this sort it has been held that they are entitled to *805 "great weight" (Henderson v. Board of Education, supra, 78 Cal.App.3d 875, 883, 144 Cal.Rptr. 568; Lucas v. Board of Trustees (1971) 18 Cal.App.3d 988, 991-992, 96 Cal.Rptr. 431), and we find ourselves moreover, in this matter, persuaded by his reasoning. The representatives of the city council and the planning commission were not to "report back with information to their respective boards." Rather, they were as a "unitary body" to interview applicants and report, with recommendations, to the city council, which had sole legal responsibility for filling the vacancy. We conclude that the proposed meeting was to be of an "advisory committee" within the meaning of section 54952.3.

We conclude also on the basis of undisputed facts that the proposed committee was "created by ... formal action" of the city council. Respondent concedes that the city council, though it did not formally adopt a resolution, nevertheless took "formal action" when it designated two of its members to meet with two planning commission members. It follows (since that designation was pursuant to a unanimously approved plan) that the city council also took "formal action" when it adopted the proposed agenda for the meeting, i. e., that the group which was to meet would interview applicants and report back to the city council with recommendations. And, since the city council instigated that procedure as a means of fulfilling its responsibility to fill a vacancy on the planning commission, the "creation" of the committee must be attributed to the council's action. The fact that the procedure was contingent upon the planning commission's compliance does not detract from that conclusion. A contrary view would lead to the unacceptable conclusion **303 that a legislative body which desired to evade the strictures of section 54952.3 could do so simply by declaring that the existence of an advisory committee including non-members of the governing body was contingent upon the non-members being willing to serve.⁵

Government Code section 54960.5 provides for recovery of attorney's fees and costs by a successful plaintiff. Upon

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remand, the trial court will determine appellants' entitlement under that section.

ELKINGTON, Acting P. J., and RAGAN, J. *, concur.

***806** Reversed and remanded. Appellants will recover their costs on appeal.

All Citations

125 Cal.App.3d 799, 178 Cal.Rptr. 299

Footnotes

- 1 Appellants contend in the alternative that such a group constitutes a "legislative body" within the meaning of section 54952, which defines the term as including "any board, commission, committee, or other body on which officers of a local agency serve in their official capacity as members and which is supported in whole or in part by funds provided by such agency" In view of our disposition, it is unnecessary to consider that contention.
 - 2 The trial court also concluded that the request for injunctive relief was moot. Appellants have not challenged that conclusion on appeal.
 - 3 Respondent appears to attach significance to the fact that the Henderson court quoted with approval from a publication of the Attorney General's office entitled "Secret Meeting Laws Applicable to Public Agencies" (1972), which characterizes the exception to section 54952.3 as codifying, as regards advisory bodies, the "less than a quorum" exception which the Attorney General has long deemed applicable by implication to the Brown Act as a whole. Since section 54952.3 expressly provides for a less-than-a-quorum exception, whether such an exception is implicit in other statutory definitions of the term "legislative body" is not relevant for our purposes.
 - 4 The indexed letter also discusses the applicability of the definitions of "legislative body" contained in sections 54952 and 54952.5, matters not relevant here.
 - 5 Section 54952.3 was amended in 1975 to extend the definition of the term "legislative body" to include advisory bodies created by any "member" of the governing body. (Stats. 1975, ch. 959, s 7.) This amendment, as well as the broad language used in the section to encompass the various modes by which such a body may be "created," evidences a legislative intent that the section be construed broadly to preclude evasion.
- * Assigned by the Chairperson of the Judicial Council.

End of Document

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MUNICIPAL CODE- "COMMITTEES" AND "AD-HOC COMMITTEES"

2-2-120 City Manager powers. SHARE

The City Manager shall have the power and authority to properly perform any duty assigned to him/her by the City Council or by other process of law. In general, his/her powers shall include:

(A) Investigate. Have the power, either by himself/herself or by any person designated by him/her, to investigate and to examine or inquire into the affairs or operations of any department, division or office and any contract, or other proper performance of any obligations of or to the City; and when so authorized by the Council he/she shall have the power to employ consultants and professional counsel to aid in such investigations, examinations or inquiries.

(B) Overrule Officials. Have the power to set aside any action taken by a department head and may supersede him/her in the functions of his/her office.

(C) Delegate Duties. Have the power to direct any department, division or bureau or perform the work for any other department, division or bureau.

(D) Appoint Administrative **Committees**. Have the power to designate from the administrative service such **committees** and the officers thereof as he/she shall find necessary for the proper consideration of administrative problems.

2-3-110 Qualifications – Appointment – Term. SHARE

(A) Members of the Planning Commission shall be residents and registered voters of the City of San Juan Bautista and shall not be officers or management-level employees of the City at the time of their appointment and continuously during their terms of office. A Commissioner who has moved residence from the City shall be considered to have resigned from the Commission office.

(B) Planning Commission members' terms shall be four (4) years, which terms shall be staggered.

(C) Any vacancy in the Planning Commission from whatever cause arising, including expiration of term, shall be filled by appointment by the Council. Upon a vacancy occurring, leaving an unexpired portion of a term, any appointment to fill such vacancy shall be for the unexpired portion of such term.

(D) When there is a vacancy to be filled on the Planning Commission, except for a successful reappointment of a Planning Commission member for a successive, consecutive term as defined in

subsection (E) of this Section, the City Council shall appoint an **ad hoc** subcommittee of two (2) members to receive applications and/or resumes, select qualified candidates for interviews, conduct interviews and make a brief report with a recommendation to the City Council. The City Council shall consider and vote on the recommendation and shall appoint the applicant who receives a majority of votes to the Planning Commission. If an applicant does not receive a majority of votes, the **ad hoc** subcommittee shall select a new candidate and present that candidate to the City Council at the following meeting.

(E) The City Council may, upon expiration of a Planning Commission member's term, reappoint the Planning Commission member for a successive, consecutive term, without requiring an **ad hoc** subcommittee to conduct interviews and make a recommendation. If the Planning Commissioner, whose term has expired, is not reappointed, the Council may direct the **ad hoc** subcommittee to review credentials and interview that Planning Commissioner, or to also consider other candidates for appointment to the Planning Commission, as set forth in subsection (D) of this Section.

ROBERTS RULES OF ORDER

ROBERTS'S RULES, 11TH EDITION Pg. 490

STANDING COMMITTEES

Standing committees are committees constituted to perform a continuing function, and remain in existence permanently or for the life of the assembly that establishes them. In an ordinary society, the members of such a committee serve for a term corresponding to that of the officers, or until their successor have been chosen, unless the bylaws or other rules otherwise expressly provide. Thus, a new body of committee members is normally appointed at the beginning of each administration.

A special (select or ad hoc) committee Pg. 492

Ad hoc committee is a committee appointed as the need arises, to carry out a specified task, at the completion of which—that is, on presentation of its final report to the assembly—it automatically cease to exist. A special committee may not be appointed to perform a task that falls within the assigned function of an existing standing committee.



CITY OF SAN JUAN BAUTISTA CITY COUNCIL STAFF REPORT

AGENDA TITLE: **CONSIDER ESTABLISHING A PUBLIC SAFETY SUBCOMMITTEE AND APPOINTING COUNCILMEMBER FREELS AND MAYOR JORDAN TO JOIN THE CHAIR OF THE HISTORIC RESOURCES BOARD AND CHAIR OF THE PLANNING COMMISSION, AND REQUEST STAFF TO RECRUIT FOR “A MEMBER AT LARGE”**

MEETING DATE: **May 11, 2021**

SUBMITTED BY: **Don Reynolds, City Manager**

RECOMMENDED ACTION:

By Minute action, establish a “Public Safety Sub-Committee,” confirming the Planning Commission (Delgado) and Historic Resources Board (Medeiros) Chair appointments from May 4, 2021, appoint Councilmember Freels and Mayor Jordon, and request staff to invite members of the general public to apply and fill the fifth member position “at-large.”

BACKGROUND INFORMATION:

In February and March 2020, the City Council held a public workshop and developed a Strategic Plan, while staff surveyed the community to confirm its priorities. The City Council’s Strategic Plan sets the theme for the upcoming budget, and directs staff to find the resources to implement the goals outlined therein. Of the top-ranking priorities identified at that time, issues related to public safety were limited and specifically centered on illegal truck traffic, and traffic enforcement.

While updating the Strategic Plan for 2021, the City held a community meeting February 25, 2021 and both the Sheriff and Fire Chief presented their perspectives on the City’s contract services it receives for police and fire protection. The end result was a final strategic plan that enhanced the previous strategy #5 to maintain and improve the quality of life, by adding a public safety committee to review the Sheriff and Fire Contracts as needed to identify possible gaps in services.

Acting Chief Bedolla presented a recent set of slides outlining the Fire Department's goals and objectives for the region as well as for San Juan Bautista. In general, the staffing is at a bare minimum, but the City has at least three firefighters on duty 24/7. The City is fortunate to have EMT's stationed here in our city. Regional hazard mitigation plans are currently being developed and the City will be a part of these plans and decisions. There will be special training (like CERT) to help organize a unified response to emergencies before they occur. There are several capital needs in the Fire Department, and staff is including these considerations in the Capital Improvement Budget.

As shared with the HRB and Planning Commission in the attached staff report, the Sheriff revealed several potential gaps in our public safety net. The HRB and Planning Commission recommend that both Chairs join the Safety Committee.

DISCUSSION:

The role of public safety in fire, police and emergency preparedness is currently on the local, state and national radar. In 2019, the City Manager suggested to a few that maybe San Juan Bautista needed a "safety audit" from a retired police chief. An assessment of needs and services that puts a strategy together to address the real and perceived safety risks. The recent promotion of Captain Taylor to Sheriff, may allow the City to seriously consider have a local officer again, instead of the rotating services describe earlier this year to the Council. Add to this idea the current events including PGE power safety shut-offs, drought, COVID-19, the recent vandalism and other police issues that have risen, and the timing is better now, and seems to be more significant than it was.

As described to the Historic Resources Board and Planning Commission, there are design issues that need to be considered as well. The attached staff reports references the consideration of safety of communities design into the land use plan known as "Crime Prevention Through Environmental Design," or "CPTED." A classic example of this has been experienced by "temporarily" reducing Third Street from two-lanes of traffic to one-lane of traffic. Where does the traffic go now that capacity has been reduced by 50%? Is it safe?

Ideas that have been presented to the City Manager's office recently, range from installing cameras at the entrances to the City, installing cameras through-out the City, armed private security, and various forms of traffic and parking enforcement. The city may find a grant or two to support this effort. It may look at new intergovernmental agreements between the City and other jurisdictions. COG has a traffic enforcement agreement with CHP for areas around Highway 25. In the small town of Moorpark, the Ventura County Sheriff assumes the role "Police Chief" under contract. The City bought a motorcycle with a grant from the federal Office of Traffic Safety, and the County used it for local traffic enforcement.

Having a public forum to share these ideas will help the City respond to the City safety issues. The establishment of the Public Safety Committee can be the tool used to vet ideas, and recommend changes to the City Council and Board and Commission if needed. Chair Medeiros and Chair Delgado are excited and honored to be part of this Committee. Councilmember Freels also expressed great interest in being part of this work.

FISCAL IMPACT:

On May 18, 2021, public dialogue will begin around the City's draft FY 21/22 budget. Due to cost savings that have occurred throughout the year, higher revenues than expected, and relief in the form of the American Rescue Plan, there is a potential for funding one-time projects or capital improvements. Hopefully the Public Safety Committee can meet and provide recommendations for consideration in time its adoption in June.

ATTACHMENTS:

May 4, 2021 Planning Commission Report



CITY OF SAN JUAN BAUTISTA CITY COUNCIL REPORT

AGENDA TITLE: **CONSIDER ADDING A SECOND DEDICATED SHERIFF DEPUTY, AND DEDICATED SHERIFF MULTI SERVICES OFFICER**

MEETING DATE: AUGUST 16, 2022

DEPARTMENT HEAD: Don Reynolds, City Manager

RECOMMENDED ACTION(S):

It is recommended that the City Council improve public safety services in the City of San Juan Bautista by adopting the two attached Resolutions that seek the Board of Supervisor's approval to;

- 1) Add a new Sheriff Deputy position to be paid for by the City that becomes a second dedicated Deputy; and
- 2) Add a new Sheriff Multifunctional Services Officer ("MSO") position to be paid for by the City and be dedicated to the enforcement of minor infractions, conduct simple investigations and support the Sheriff's enforcement of City laws.

BACKGROUND INFORMATION:

On October 19, 2021, the City Council adopted Resolution 2021-58 requesting the Sheriff and County Board for Supervisor to add a Sheriff Deputy to their budget to be paid for by the City, that will become a dedicated Deputy for law enforcement services. It was announced in a press release March 28, 2022, that this position was filled by Deputy Ryan Miller. Deputy Miller works 84-hours per two-week period, usually from Wednesday – Saturday, 2PM to 12 AM. He has also worked on special assignments, attending meetings when not part of the regular schedule, and some special events.

During budget deliberations for Fiscal Year 22/23, the City identified that it has sufficient and sustainable General Fund revenue to consider hiring a second dedicated Deputy. The City approved its Budget June 14, 2022 adding \$150,000 for this second Deputy. At its July 25, 2022 Public Safety Ad-hoc Committee ("PSAHC") meeting, it was agreed by consensus to send another resolution (attached) to the City Council that seeks the Board of Supervisor's approval to add this new second dedicated deputy position.

Before the March appointment of a dedicated Deputy, the Sheriff was providing law enforcement services on 12-hours shifts, 84-hours per two-week full-time rotating schedule, with regular patrols through the City and responding to calls for services with random staff as available. The dedicated Deputy has been a welcome change to the City's law enforcement strategy.

A typical "code enforcement officer" works for the Community Development Department and enforces specific zoning, land-use and building code violations, on a Monday-Friday 8 AM to 5 PM (40-hours) schedule. The City's "code enforcement officer" was and continues to enforce much more than land-use and building code violations. Code Enforcement is assigned to work to weekend and evening duties. This helps focus on the busiest times in the City (especially before the COVID-19 State of Emergency). Several citations are written on weekends, related to commercial vehicle enforcement, and parking. Code Enforcement works closely with the Sheriff before special events, towing parked vehicles that violate the temporary "no-parking" signs on Third Street and adjacent cross streets. The Code Enforcement Officer enforces the animal regulation laws, leash laws, nuisance/barking dogs, wild and aggressive animals, and feral fowl abatement services. The Officer investigates petty misdemeanor crimes including reports of vandalism and graffiti. The Officer helps to plan and coordinate special enforcement related to special events, enforcement of COVID-19 State health mandates, and the illegal use of fireworks.

Private security was publicly bid prior to the expiration of the existing three -year contract scheduled to end June 30, 2022. The new company started June 6, 2022, as the incumbent company did not respond to the RFP, and terminated their contract early effective June 3, 2022. Prior to June 6, the private security schedule was 8-hours per day, from 10AM-6AM. City paid \$40 per hour for one vehicle with one officer, and was billed for a 9-hour shift per day (63 hours per week billed, 72 hours per week patrol). This equals \$131,400 annually.

The City now receives two-vehicle patrols with four officers assigned as indicated below. The goal is to double the coverage for the same cost, but the cost is currently running about \$10,000 above that. The current agreement is \$2,720 per week, (\$141,440 annually). This schedule is subject to a quarterly review, working to reduce costs and not coverage over-time.

Weekly Law Enforcement Schedules effective June 6, 2022									
Law Enforcement Provider	Staffing	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours/Wk
Private Security	2- Officers	4 PM - 12 AM	4 PM - 12 AM	4 PM - 12 AM	4 PM - 12 AM	4 PM - 12 AM	4 PM - 12 AM	4 PM - 12 AM	112
	2- Officers	10 PM- 6 AM	10 PM- 6 AM	10 PM- 6 AM	10 PM- 6 AM	10 PM- 6 AM	10 PM- 6 AM	10 PM- 6 AM	112
Code Enforcement	1- Part-Time	1 PM- 7 PM	1 PM- 7 PM			1 PM- 7 PM	1 PM- 7 PM	1 PM- 7 PM	30
Dedicated Deputy	1 FT Deputy				2 PM - 12 AM	2 PM - 12 AM	2 PM - 12 AM	2 PM - 12 AM	48
									302
* 12-hour shift on a rotating schedule providing 1 full-time deputy = to 82 hours per two week period									

The Code Enforcement Officer and City Manager meet almost every week-day, and they are in communication thorough-out the weekend as needed. The Officer is in daily communication with

the private security provider, and is welcome to reach out to the dedicated Deputy as needed. The overlap in the schedules provides for this daily coordination of duties and priorities.

After hiring the new private security company in June and adding \$150,000 to the Sheriff's contract for Fiscal Year 2022/23, the City Manager committed to better coordinate the law enforcement services in the City. This a critical and exciting time for City growth toward becoming a safer, more secure community.

DISCUSSION:

To discuss and implement better coordination and communication of law enforcement services the City Manager and Sheriff began meeting monthly July 6, 2022, and again August 3rd, 2022. At the July meeting. The City Manager presented Municipal Code Section 2-2-115 (A) to the Sheriff representatives. It states that the City Manager will "See that the laws of the State of California pertaining to the City and all laws and ordinances of the City are duly enforced." A list from the Municipal Code table of contents was provided for discussion.

It was verified that the City has numerous laws in place that the Sheriff does not enforce, and are not land-use related. The City Manager has now focused on these laws to better fulfill his commitment to the City Manager duties described in Section 2-2-115 (A) of the Municipal Code. Attached are summaries of both the July and August meetings.

The Sheriff supports the City adding a second Dedicated Deputy. Attached is a proposed Resolution that provides a specific request to the Board of Supervisors to add this new position, (as was done for the first Deputy in 2021). The Sheriff representatives conveyed to staff that they (and all law enforcement) are having a difficult time recruiting officers. It may take up to six-months to recruit for the City's position after the Board of Supervisors approves it. If a lateral transfer can occur from another agency, on-boarding could be relatively quick. If a new recruit is appointed, training and education to become a Sheriff Deputy will be required, and will take several months complete (after the appointment occurs).

In the July meeting with the Sheriff, the City Manager shared with the representatives that a 2019 survey of the community, overwhelmingly identified the significant "safety" issues in the City to be commercial truck traffic in town, speeding and stop sign compliance, and illegal parking/abandoned vehicles. To support the part-time Code Enforcement Officer, the ability to enforce administrative laws and parking laws has been extended to the new private security company. There remains a lot of "law enforcement" in the Code that requires closer attention.

It was suggested at the July Sheriff monthly meeting, and reinforced at the August meeting, that the City consider approving a new position hired and trained by the Sheriff, that is civilian in nature, (a "non-sworn position"). The Sheriff's job title is "Multi Services Officer, (or "MSO") and the job description is attached. This position is able to assist the sheriff with enforcement of minor infractions, crime report writing, and simple investigations (to include non-injury accidents.

In other agencies, this position is known as a “Community Services Officer.” This may be a practical solution for San Juan Bautista.

Adding this position would add another 40-hours per week to the City’s law enforcement efforts, focused on the critical priorities of the City residents. It will cost 50% less than a sworn officer, and can be filled must faster.

The second attached Resolution recommends adding this position on a “pilot basis” at least until the dedicated Deputy position is filled. The City has been invited to modify the job-description to fit its exact needs prior to the Sheriff beginning recruitment. The pilot program would be paid for by the savings resulting from the salary savings created by the time needed to fill the dedicated Deputy vacancy (at least 6-months). The Sheriff staff and City Manager agreed that this may be an excellent interim if not permanent solution; one dedicated Deputy, one MSO rather than two dedicated Deputies.

FISCAL IMPACT:

The Dedicated Deputy is budgeted at \$150,000 annually. If this position remains vacant for 6-months, this would be a savings of \$75,000. San Benito County pays a Multifunctional Services Officer position between \$26.87 - \$36.02 per hour. This roughly half the cost of a sworn deputy. In general, \$75,000 would be sufficient to pay for 12-months of services from an MSO for a pilot program that would end June 30, 2023.

ATTACHMENTS:

- 1) Resolution Requesting a Dedicated Deputy position
- 2) Resolution Requesting a Multi Services Officer position
- 3) “MSO” Job Description
- 4) Sheriff-City Manager meeting materials and notes from July 25 and August 3, 2022

RESOLUTION NO. 2022- XXX

**A RESOLUTION OF THE CITY OF SAN JUAN BAUTISTA REQUESTING
FROM THE BOARD OF SUPERVISORS APPROVAL OF A SECOND DEDICATED
SHERIFF'S DEPUTY POSITION TO BE ASSIGNED TO THE CITY**

WHEREAS, the City has contracted with the San Benito County Sheriff to provide law-enforcement services for the citizens of San Juan Bautista for the past several decades; and

WHEREAS, the current contract was executed in 2009, and the Scope of Services outlined in Attachment A to that Agreement describe services equal to one (1) full-time deputy for eighty-four (84) hours on a rotating basis, per two (2) week period; and

WHEREAS, Resolution 2021-58 was adopted October 19, 2021, requesting a dedicated Deputy be assigned to the City, and on March 28, 2022, a press release was published announcing that Ryan Miller would be the City's new dedicated Deputy; and

WHEREAS, at its May 23rd, 2022, Public Safety Ad-Hoc Committee meeting, the Sheriff presented the idea of a second dedicated Deputy and the Committee supported this action; and

WHEREAS, during budget deliberations in May and June, 2022, funding of \$150,000 for a second dedicated Deputy were identified, and the City's Budget for Fiscal Year 2022/23, includes a full-year's funding for this position; and

WHEREAS, the City Council agrees with the recommendation from the City Manager, Sheriff's Office, and the Public Safety Ad-Hoc Committee, and hereby request approval from the Board of Supervisors and Sheriff of a second dedicated Deputy, and provide full cooperation in filling the new position as soon as practicable.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE
CITY OF SAN JUAN BAUTISTA NOW HEREBY FINDS:**

1. That the recitals in this Resolution and accompanying staff report are true and correct and are hereby made a part of this Resolution.
2. Authorize the City Manager to deliver this Resolution to the Board of Supervisors and the Sheriff, and request that they approve the new second dedicated Deputy position and recruit and fill it as soon as they are able.

PASSED AND ADOPTED by the City Council of the City of San Juan Bautista at a regular meeting held on the 16th day of August, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Leslie Q. Jordan, Mayor

ATTEST:

Melissa Lee, Deputy City Clerk

RESOLUTION NO. 2022- XXX

**A RESOLUTION OF THE CITY OF SAN JUAN BAUTISTA ESTABLISHING A
DEDICATED SHERIFF'S MULTI SERVICES OFFICER POSITION ("MSO") BE
ASSIGNED TO THE CITY**

WHEREAS, the City has contracted with the San Benito County Sheriff to provide law-enforcement services for the citizens of San Juan Bautista for the past several decades; and

WHEREAS, the current contract was executed in 2009, and the Scope of Services outlined in Attachment A to that Agreement describe services equal to one (1) full-time deputy for eighty-four (84) hours per two (2) week period; and

WHEREAS, the City's Budget for Fiscal Year 2022/23, includes a full-year's funding for a second dedicated Deputy, but that position cannot be filled for six-months; and

WHEREAS, Over the past few months, the City has lost access to data bases that are essential for the removing abandoned vehicles, towing and commercial traffic enforcement, and at its regular monthly meeting in July with the City Manager, considered hiring a Multi Services Officer ("MSO"), a civilian position with the Sheriff's Office that will be a much easier position to fill; and

WHEREAS, this MSO position could be very effective for the City enforcing parking and commercial vehicle traffic in the City, completing simple reports for non-injury accidents and small crimes, neighborhood watch, and special events; and

WHEREAS, the six-months savings from the dedicated Deputy budget can be used to pay for this position through June 30, 2023; and

WHEREAS, if approved now on a "pilot program basis," the outcomes and work of the "MSO" can be re-evaluated for the next fiscal year's budget; and

WHEREAS, the Public Safety Ad-Hoc Committee considered this concept at its July 25, 2022 meeting, but did not take action but supported the idea in concept; and

WHEREAS, the City Council agrees with the recommendation from the City Manager and Sheriff's Office, with conceptual support from the Public Safety Ad-Hoc Committee, and seeks the Sheriff's full cooperation in filling a Multifunctional Services Officer position dedicated to the City as soon as practicable.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE
CITY OF SAN JUAN BAUTISTA NOW HEREBY FINDS:**

1. That the recitals in this Resolution and accompanying staff report are true and correct and are hereby made a part of this Resolution.

2. Authorize the City Manager to deliver this Resolution to the Board of Supervisors and the Sheriff, and request that they recruit and fill a Multi Services Officer dedicated position soon as they are able.

PASSED AND ADOPTED by the City Council of the City of San Juan Bautista at a regular meeting held on the 16th day of August, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Leslie Q. Jordan, Mayor

ATTEST:

Melissa Lee, Deputy City Clerk



COUNTY OF SAN BENITO
Revision Date: Aug 4, 2008

Multi-Service Officer

Class Code:
1124-G

Bargaining Unit: General

DEFINITION:

DEFINITION

Under the supervision of the Patrol Lieutenant, to maintain the security and integrity of the Sheriff's Department property and evidence room, assure accurate records keeping of items booked, and follow proper destruction procedures.

DISTINGUISHING CHARACTERISTICS

This is a single position, general unit level class. Incumbents have the responsibility for maintaining the integrity and efficiency of the Sheriff's Department property and evidence room.

REPORTS TO

Patrol Lieutenant

CLASSIFICATIONS SUPERVISED

This is not a supervisory class.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods.
Frequently stand and walk.
Normal manual dexterity and eye-hand coordination.
Lift and move objects weighing up to 50 pounds.
Corrected hearing and vision to normal range.
Verbal communication.
Use of office equipment, including computer, telephone, calculator, copiers and FAX.
Ability to operate a non-emergency vehicle.

TYPICAL WORKING CONDITIONS

Work is performed in a property/evidence room environment.
County of San Benito
Continuous contact with other staff and the public.

EXAMPLES OF DUTIES:

Maintain security and integrity of Sheriff's Department property and evidence room.
Conducts minor evidence processing.
Transport evidence to the lab.
Oversee the destruction of evidence.
Maintain accurate records.
Maintain the Sheriff's Department fleet, including installation and service of all emergency equipment.
May take non-emergency, no follow-up, crime reports and conduct minor investigative follow-up on reports involving no suspect information.
May serve civil papers.
Perform various administrative duties as assigned.

TYPICAL QUALIFICATIONS- TRAINING & EXPERIENCE:

High School graduate or GED plus:
One year experience related to working in a professional law enforcement organization.
OR
One year experience in a position where duties included the handling and maintaining of inventory, processing data, writing reports and public contact.

Prior law enforcement experience and/or experience in writing and investigating minor criminal and/or civil incidents reported to a law enforcement agency is desirable.

KNOWLEDGE OF/ABILITY TO:

Knowledge of:

Property /evidence handling procedures and records keeping including inventory procedures.
Vehicle and emergency equipment maintenance.
Basic mathematics.

Ability to:

Maintain the integrity, efficiency and reliability of the property/evidence room function.
Prepare and maintain accurate records.
Read, analyze and interpret laws, codes, rules and regulations.
Understand law enforcement terminology.
Follow oral and written instructions.
Deal tactfully and courteously with the public and other staff.
Establish and maintain cooperative working relationships.
Communicate effectively both verbally and in writing.
Use sound judgment in handling sensitive materials.
Work under deadlines and maintain on-time schedules.

SPECIAL REQUIREMENTS:

Possession, or ability to acquire within one year of employment, certificate from a POST approved property and evidence school.

Possession of a valid California operator's license by the State Department of Motor Vehicles.



CITY OF SAN JUAN BAUTISTA PUBLIC SAFETY AD-HOC COMMITTEE

AGENDA TITLE: Improving Public Safety Communication with the Public and with Staff

MEETING DATE: July 25, 2022

DEPARTMENT HEAD: Don Reynolds, City Manager

RECOMMENDED ACTION:

It is recommended that the Public safety Ad-Hoc Committee receive this report, and discuss its outcomes.

BACKGROUND INFORMATION:

A year ago, when the Ad-Hoc Committee first met, it was agreed that the Public Safety Service Contract would be reviewed and discussed, and to that end, the Sheriff, Fire Chief, and private security provider were invited to discuss these contract obligations. Since then, the Sheriff appointed Dedicated Deputy Ryan Miller, who came to a meeting. It also heard from the Sheriff Capitan Keylon, Lieutenant Yerena and Coral, about the general operations and issues they perceive in the City.

On June 6th, the City's private security services changed from Level 1 to Kysmet. The Ad-Hoc Committee was made aware of this change at the May 23rd meeting. A new contract was executed based on the approved budget amount equal to the previous contractor. Kysmet is able to provide more coverage for this same monthly cost, with back-up officers and quality two-way radio communications through a dispatch feature unique to their program.

DISCUSSION:

The City Manager assured the City Council that following the 4th of July holiday, a focused effort to better coordinate law enforcement would occur. Attached is the Agenda for the first regular monthly meeting between the Sheriff and City Manager, July 6, 2022. Behind the Agenda is the City describing the City Manager's duties to enforce all laws, and the Sheriff's contract language defining "Law Enforcement Services" to include the City's municipal code. The last pages are the table of contents from the Municipal Code where enforcement is required.

Mayor Jordon attended the first part of this meeting, along with Lieutenants Yerena and Coral and Captain Keylon. We discussed how Fire and Sheriff used to be present at all City Council meetings. The City Manager agreed to make happen, and Deputy Miller and Captain Keylon attended the July 19, 2022 Council meeting. The Fire Chief and Deputy Fire Chief also attended (on short notice!).

SINGLE POINT OF CONTACT

The attachments or the Agenda are intended to speak to the first matter agreeing to the interpretation of the Sheriff's role. It also provides speaks to improving communications in regards to three policy areas; policy budget and emergencies (City Manager), Operations, (Sheriff command), and special events and current planning reviews (Assistant City Manager). This conversation has already improved communication.

"ENFORCEMENT"

Captain Keylon explained two big changes in City's enforcement. Prior to his arrival, the Sheriff department allowed reserve officers to access the CLETS Data Base. This system is used to trace a vehicle's license plate for infractions or related histories. Reserve officers in including City Code Enforcement are no longer allowed access to CLETS under the Sheriff's authority.

Captain Keylon explained that for the City to tow vehicles, its need access to CLETS, a rotating list of towing vendors, coordination with 911 for calling for a tow, a vehicle release process, forms and perhaps 24-hour access, and a hearing officer in the vent a vehicle owner files a complaint. The City have will figure this out on their own. Code enforcement cannot tow vehicles without access this system.

The City code enforcement officer is no longer allowed access the Sheriff's criminal report writing software which would allow and investigation to be opened and a case number assigned for tracking. This makes is difficult for the code enforcement officer to help with misdemeanor investigations like minor crimes, vandalism and graffiti. They are currently helping with those priorities listed as #5, "b, c and d." Kysmet is writing both administrative citations and parking violations now.

These two changes leave a lot on the City's (Manager's) enforcement duties to consider. Not having the authority of a reserve Sheriff Deputy makes this enforcement difficult. Removing abandoned vehicles is one of the resident's biggest complaints.

The skills and tools of the new private security were discussed. The City has provided the Sheriff with electronic access to daily reports written after every shift. Between June 6th, and June 30th, there were 80 reports shared.

TECHNOLOGY

The Captain and City Manager talked about the use of technology. The City is aware of the new "IT" person Ted Shaw, who started in the late winter. The City Manager offered connection to

the Etheric Internet services at their office Windmill. A discussion about how to manage security cameras followed. Only body-cameras and vehicle cameras are being used now. The City and Sheriff need to plan for the management of video data from surveillance cameras. In Hollister this is a partnership between their IT staff and Police. In San Juan Bautista there is no "IT person." Once the Sheriff and City have agreed on how this can be managed, it will make sense to send out a request for qualifications to write a feasibility study for the City. The two agencies could then agree to the best strategy and place that into an RFP for a service provider.

SECOND DEDICATED DEPUTY

The Captain described a difficult situation filling vacancies and this position. Like last time, the City Council needs to send a Resolution requesting the Board of Supervisors approve a new position to be paid for by the City. All police enforcement agencies are struggling to find recruits. They have a number of vacancies now that have taken months to fill. It may take six-months to fill the second dedicated deputy position.

Several creative ideas were exchanged that would respond to the City's priorities as listed in the Agenda ("#5"). A way to get help and support to the City quicker, more efficiently and in a more cost-effective manner. It could involve other agencies, and other non-sworn staff positions within the Department. There is more work to do on this.

PATH FORWARD

There are several topics in the attached Agenda that need a deeper consideration. The Sheriff is drafting a new contract for the City.

The next meeting is scheduled at 10 AM, Wednesday the 3rd of August. The Sheriff and Fire Department will have its own place on the Agenda for City Council August 16, 2022.

In this summary, I have outlined in categories areas that we need to focus on to help improve public safety in San Juan Bautista, that include:

1. Interpretation of the current Contract (see attached)
 - a. Single point of contact- policy and budget, and emergencies
 - b. Single point of contact – Operations
 - c. Single point of contact- advanced planning and events
2. Developing more clarity for the future defining “enforcement,” and laws to be enforced in a new contract
3. Use of Technology-
 - a. Etheric 100 MBPs at Windmill Market- SO Store front?
 - b. SO role in security camera system
 - c. Grant writing and regional support for tech/cameras
4. Scheduling/Communication
 - a. Current dedicated Deputy
 - b. New Private Security
 - c. “Code Enforcement” Officer
 - d. Second dedicated Deputy
5. City Priorities
 - a. Traffic Enforcement/Stop Signs and speeding
 - b. Commercial Vehicles
 - c. Abandoned Vehicles
 - d. Parking
6. Advanced Planning
 - a. Special event planning every 1st and 3rd Thursday at 9 AM
 - b. Development Review/Safety Inspections
 - c. Traffic Control/Encroachment Permits
7. Incident Command System- Disaster response
 - a. Communication Tree-
 - b. OES/SO/Fire and City
 - c. New Hazard Mitigation Plan – testing and training

Sheriff Office Contract Questions and Implementation

For Wednesday's meeting I hope to dig a little deeper and answer some fundamental questions that I have. Thank you in advance for your time.

Definitions- we all need to agree to the definition of "Law Enforcement Services."

2-2-115 City Manager duties. [SHARE](#)

The City Manager shall be responsible for the efficient administration of all the affairs of the City which are under his/her control. In addition to his/her general powers as administrative head and not as a limitation thereon, it shall be his/her duty and he/she shall have the power to:

(A) Enforcement of Laws. See that the laws of the State of California pertaining to the City and all laws and ordinances of the City are duly enforced, and that all franchises, contracts, permits and privileges granted by the City are faithfully observed.

County Sheriff Office Contract:

A-1. Law Enforcement Services: The COUNTY shall provide law enforcement services within the corporate limits of the CITY to the extent and in the manner hereinafter set forth.

(A) Except as otherwise hereinafter specifically set forth, such services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by the Sheriff of the County of San Benito under the statutes of the State of California, and under the municipal codes of the CITY for which the Sheriff's services are provided.

Does the Sheriff enforce the City's Municipal Code? Has the interpretation of "under the Municipal Codes of the City" changed now with a dedicated Deputy.

Below is a list of the 14 Chapters within the Municipal Code. Of these, Titles 5, 7 and 9 may apply in part, or in whole to the contract.

Can we prepare a list of municipal codes not enforced by the Sheriff Office for the City Manager? It is my job to ensure that all laws are enforced.

Title 1 – 4: Not enforced by Sheriff Office

Title 5 - PUBLIC HEALTH, SAFETY AND WELFARE

Chapters:

- [5-1](#) California Fire Code, 2001 Edition
- [5-2](#) Police Reserves
- [5-3](#) Fire Department – Fire Chief
- [5-4](#) Refuse Collection and Recycling
- [5-5](#) *Repealed*
- [5-6](#) Weed Abatement
- [5-7](#) Animal Regulation
- [5-8](#) Property Maintenance
- [5-9](#) Uniform Wastewater Regulation
- [5-10](#) Food Establishments
- [5-11](#) Card Rooms
- [5-12](#) Bingo Games
- [5-13](#) Yard Sales
- [5-14](#) Sale and Display of Narcotic and Other Paraphernalia
- [5-14.5](#) *Repealed*
- [5-14.6](#) *Repealed*
- [5-15](#) Parades and Public Gatherings
- [5-16](#) Fireworks
- [5-17](#) Youth Protection
- [5-18](#) Consumption of Alcoholic Beverages – Obstructing Walkways
- [5-19](#) *Deleted*
- [5-20](#) Cable Communications Regulatory Code
- [5-21](#) *Repealed*
- [5-22](#) Dilapidated Buildings
- [5-23](#) Public Intoxication
- [5-24](#) General Prohibitions
- [5-25](#) Still Photography, Motion Picture and Television Productions
- [5-26](#) Spray Paint and Graffiti
- [5-27](#) Regulation of Smoking in Certain Places
- [5-28](#) Sustainable Food Service Ware and Retail Bags

- [5-29](#) **Massage Establishments and Massage Services**
- [5-30](#) **Tattooing Establishment and Operation Regulations**
- [5-31](#) **Cannabis Facilities Regulatory Permit**
- [5-32](#) **Cannabis Business Activities Tax**
- [5-33](#) **Emergency Organization and Functions**
- [5-34](#) **COVID-19 Requirements and Remedies**
- [5-35](#) **Edible Food Recovery**
- [5-36](#) **Water Softeners**

Title 6- Public Services- not enforced by the Sheriff's Office

Title 7 - STREETS AND PARKS

Chapters:

- [7-1](#) **Streets**
- [7-2](#) ***Repealed***
- [7-3](#) **Weight Limitation on Vehicles Using City Streets**
- [7-4](#) **Stopping, Standing and Parking**
- [7-5](#) **Refuse and Storage Containers**
- [7-6](#) **Utility Facilities**
- [7-7](#) **Advertising Displays Adjacent to Landscaped Freeways**
- [7-8](#) **Encroachments**

Title 8- reserved- not enforced.

Title 9- VEHICLES

Chapters:

- [9-1](#) **Abandoned, Wrecked, Dismantled or Inoperative Vehicles**
- [9-2](#) **Extended Parking of Vehicles Transporting Hazardous Materials**
- [9-3](#) **Bicycles**
- [9-4](#) **Skateboards**

Title 10-Title 12-not enforced

Title 13- Enforcement procedures- generally followed but not enforced

Sherriff – City Manager Meeting

August 3, 2022 10 AM City Hall

ATTENDANCE: Lts. Corral and Yerena, Deputy B. Carvey, (spelling? and title?) Rich Brown City Code Enforcement, and Don Reynolds, City Manager

1. Review of July 6 Meeting

Provided copy of the summary to the PS Committee 7.25.22- attached

2. Public Safety Meeting July 25, 2022

Met in accordance with the Brown Act. Agreed to become a Standing Committee- to be approved by the Council 8.16.22. Will meet quarterly.

Sending City Council a Resolution to approve a second dedicated Deputy 8.16.22.

3. Review of Responsibilities- City/SO

a. City Muni-codes

i. Title 5- public health safety and welfare

5-1 through 5-36 except 5-23?; 5-33

5-23- overlaps with State laws (Public Intoxication) as does 5-26 (Graffiti)

SO- Licensing 5-11, 5-12, 5-29, 5-30

Not clear what the role of the SO is in relation to opening new businesses- message parlors, bingo parlors, Card rooms, Tattooing. Role in opening a new Cannabis facility (grow-to-retail) is a really big question-

This needs to be defined before an application arrives

ii. Title 7 Streets – all city? (7-1 through 7-8)

All city- no SO

iii. Title 9- 1 through 9-4 “vehicles”- a city?

All city – not SO

4. Tools for this City Enforcement- CLETS, Netcom, etc.

Provided a sample agreement from DOJ- attached. A “Release of CLETS Information Agreement.” Lt. Corral to check into it.

Lt. Corral will look into help the City receive call reports from Netcom- City Code Enforcement was cut-off from receiving these records. 30% cost increase from Net-Com (\$\$??). City should check its agreement with Netcom.

5. Current Interests-

a. Dedicated Deputy

Discussed July 28 incident involving private security and owner of 46 Monterey Street. Owner’s son (Mayor’s son) works for previous security services provider Level 1. Engaged private security when they shined their flood light at the dark house. He called Lt. Yerena on 8.28 to complain about City Private security “detaining” them (?). City was unaware of this. Miller’s report speaks for itself. Code Enforcement will look into this. Clarified the role of private security is to observe and report only.

b. Community Oriented Policing

City asked about the SO and Community Oriented Policing, if perhaps it could pay for training for the dedicated deputy.

c. Neighborhood Watch

Resident at Copperleaf called asking about the placement of signs. Reports to be working with Deputy Miller (??) Lts. Yerena and Corral were not aware of this, nor

was the City. The City would like to help Copperleaf get a neighborhood watch started. Will talk to Deputy Miller and support this however we can.

6. Special Events- August 14 San Juan Days

There is no safety plan for 8.14 except that they hire 2 private security officers. The system allows the applicant to provide one, rather than having the applicant meet City Safety standards. How does the event leadership respond to civil unrest or active shooters?

Agreed to recruit for a deputy to help tow vehicles 6 AM to 9 AM before the event. But in the future, the applicant pays for this; not the City.

7. IT- and Security Cams

Lt. Corral mentioned LPR cameras and searching for a vendor. City is also looking into security camera systems. City asked to work together on this. It has a \$200,000 budget, but concerned about data management, accessibility and use. Suggested a meeting with Hollister's IT Manager Paul De Silva- City will initiate.

8. Sheriff topics? Or concerns

Multi Service Officer makes sense to the Sheriff. City supports this and can pay for the first year with the 6-months (July – December 2022) savings from the absence of a second dedicated Deputy. SO will provide a variety of possible job descriptions. City will seek Council approval 8.16.22.

From: [Tomas Corral](#)
To: [Don Reynolds](#)
Cc: [Tom Keylon](#); [Ryan Miller](#); [Kellie Kennedy](#)
Subject: Follow-up from last meeting
Date: Friday, August 5, 2022 3:04:35 PM
Attachments: [image001.png](#)

Don,

I have discussed the open matters we had from our last meeting with Sheriff Taylor and Lt. Yerena. Captain Keylon is currently on vacation. Below is our position on the open items.

MSO position:

Not this upcoming Board of Supervisors meeting but the following we will ask the county to fund 1 Deputy Sheriff and 1 Multi Service Officer (MSO) that will be funded by the City of San Juan Bautista. We can then move forward with those. Staffing for the MSO will likely come first and a lot quicker than a Deputy Sheriff.

CLETS:

We looked it up and found the City of San Juan Bautista already has an ORI number through CLETS that appears active. The ORI number is CA0350200. Us granting your employees access to our CLETS is not needed. I have asked our Office's CLETS person to research what you would need to do to get this going for you or other options to try and help you out.

Licensing:

We will not take part in the granting of any special licensing for the City of San Juan Bautista such as for tattoo parlors, pawn shops, etc. As a courtesy we would be willing to assist the City of San Juan Bautista with background checks but only for cannabis. We would not be involved in any other aspect of the licensing process for cannabis.

Neighborhood watch:

Deputy Miller, and/or future second Deputy can attend a Neighborhood Watch meeting to provide information to the group but will not take part in developing or the implementation of the program(s). Should you want to start a program the City of San Juan Bautista would be responsible for developing and implementing the program. This is a common practice in other cities. When I worked for the City of Watsonville, the Neighborhood Services Department would start and run the neighborhood watch programs, and the Police department would attend some of the meetings to give presentations on certain topics, but they were not present for all meetings, or took part in running the program.

Security Guards in the city:

Deputy Miller had to assist in dealing with an issue between the Security company and some

residents which we discussed in our meeting. We have no oversight of the Security company and should not be involved in any future disputes. We were all in agreement of this during our meeting, so I think we are all on the same page with this. Should the security company be involved in any illegal detentions or other criminal matters, then we would deal with that should it arise. It is a slippery slope having a private security company out there patrolling the city streets so I would hope this was an isolated incident.

San Juan Days event:

We received your request for the overtime Deputy being that Deputy Miller is off that day. I have placed it on the overtime board and will advise you if it gets filled. In the future, please provide us with as much time as possible to fill these requests.

Illegal dumping case:

Deputy Miller has been made aware of the incident and was asked to contact ACM Foucht for the details to determine if a crime occurred.

LIDAR Training and Equipment:

If the City of San Juan Bautista would cover the cost of the equipment and training, we can proceed with this.

Access to call records from NETCOM:

I spoke with both the Sheriff, and NETCOM about this issue. Unfortunately, we cannot release this information due to privacy and policy concerns. I know you pay your portion to NETCOM; however, the records still belong to the Sheriff's Office. Releasing this information to non-Sheriff's Office employees can cause some significant problems for our office. The best example I could provide to explain this position is the potential identification of victims of violent crimes such as domestic violence. We have a strict domestic violence policy, as well as state mandates we must follow. For example, if we release information that a domestic violence incident took place at 123 First St. even though you or other city employees were not provided the names of the involved parties, just knowing the location of the incident could potentially identify the victim in the matter. We are all in agreement we should keep you in the loop of events that occur in your city so we will find a way to notify you of the necessary information. We will work on the best way to do that.

Please let me know if you would like to discuss any of these matters further. I feel our partnership is moving in the right direction, and I would like to keep it going that way.

Thank you,

Tomas Corral

Lieutenant- Enforcement Bureau
San Benito County Sheriff's Office
2301 Technology Pkwy.
Hollister CA 95023
Desk: 831-902-2444





CITY OF SAN JUAN BAUTISTA CITY COUNCIL REPORT

AGENDA TITLE: INTRODUCTION AND FIRST READING OF AN
ORDINANCE AMENDING SECTION 3-5-155 OF THE SAN
JUAN BAUTISTA MUNICIPAL CODE AND INCREASING
WATER RATES

MEETING DATE: AUGUST 16, 2022 (as amended- first presented July 19, 2022)

DEPARTMENT HEAD: DON REYNOLDS, CITY MANAGER

RECOMMENDED ACTION(S):

It is recommended that the City Council

- (i) Introduce and waive first reading of the attached Ordinance amending Section 3-5-155 of the Municipal Code increasing the water rates.

BACKGROUND INFORMATION:

In July 2019, when the City Manager was hired, he was holding a 25-page report written in 2018, describing the 16 conditions of “Extra High-Risk” and “High-Risk” failure that could take down the old sewer treatment plant at any moment. This report was shared with the City in a public discussion March 17, 2020 (actual discussion occurred in April due to the Pandemic). On August 8, 2020, the City Council adopted Resolution 2020-42, agreeing to an Administrative Order on Consent (“AOC”) with the Environmental Protection Agency (“EPA”). At that time, it was also negotiating a settlement agreement with the Regional Water Quality Control Board (RWQCB) to pay more than \$900,000 in fines for Permit violations dating back to 2007.

The primary source of the permit violations is simple. The City’s source of water from its wells, has high levels of chloride and sodium (salt). Therefore, it has been determined that the solution has to involve not only addressing the aging wastewater treatment plant, (“WWTP”), but banning the use of brine producing water softeners, after finding a new source of drinking water.

On October 15, 2020, City Council adopted Resolution 2020-51 and selected three compliance projects consistent with the terms, and conditions of the AOC;

- 1) Send the domestic wastewater to Hollister in a 6-mile force-main, and decommission the old WWTP;
- 2) Ban the use of brine producing water softeners, and

- 3) Dilutes its drinking water with 65% surface water imported from the San Benito County Water District's (SBCWD) West Hills Treatment Plant.

Overall, in the past three years, the City has held close to three dozen special meetings about its water solutions. In 2020, 39 special meetings occurred, and almost every Agenda included water and wastewater. This is a summary of the work done between July 2019 and December 2021:

- 1) Inspection by EPA and RQWCB of the Waste Water Treatment Plant ("WTTP"), June 2019;
- 2) Preparation of Water and Waste Water Master Plans, October 2019;
- 3) EPA Notice of non-compliance, October 2019;
- 4) EPA proposed path to resolve compliance issues and RQWCB notice of pending fines dating back to 2007, February 2020- RQWCB settlement proposed July 19, 2022;
- 5) Executed the binding Agreement with the EPA- Administrative Order on Consent-setting forth a compliance date of December 2023 August 2020;
- 6) Approve USDA Required Preliminary Engineer's report identifying three possible solutions to the City's water and sewer compliance issues, all with estimated costed cost of between \$15 - \$20 million dollars August 2020;
- 7) Applying for USDA grant and Low Interest Loan funds; September 2020 (almost completed);
- 8) Adopt the Water and Wastewater Master Plans, (Resolution 2020-47, September 15, 2020);
- 9) Selecting 3 Compliance Projects, approved by the EPA October 2020
- 10) Execute a Memorandum of Understanding with San Benito County Water District (SBCWD) February 2021;
- 11) Award of Contract to Design Compliance Project February 2021 (100% completed pending permits);
- 12) Water Softeners- Adopting Ordinance 2021-06 establishing a ban on the use of brine producing water softeners, (Municipal Code 5.36, April 21st, 2021);
- 13) Complete 30% of the SBCWD water Compliance project design – establish a "Basis for Design" November 2, 2021;
- 14) Execute a Memorandum of Understanding with the City of Hollister September 2021 amended for the USDA in December 2021;
- 15) Execute Bartell Wells Water Rate Study Agreement February 2, 2022;
- 16) Finalize water compliance project cost estimate February 17, 2022;
- 17) Approve Water Rate Study and initiate Proposition Notice of Protest process May 31st, 2022.

The related details of this history can be found in one central location on the City's web-site here:
https://www.san-juan-bautista.ca.us/alert_detail.php

WASTEWATER PROJECT STATUS

To fix the aging WWTP, the City considered three different costly options: two options would upgrade the current wastewater treatment plant (“WWTP”), and the third will send the domestic wastewater to Hollister. They range in cost from \$15-\$20 million each. The City selected and the EPA approved sending the domestic wastewater (sewer water) to Hollister. Instead of spending the same amount of money upgrading its old WWTP, the WWTP will be decommissioned, but the reservoirs (“Ponds”) will be preserved for sewage storage during an emergency.

The estimated cost to do this is currently \$18 million. On December 14, 2021, the City adopted new sewer rates to pay for the new force-main to Hollister. Having adopted new sewer rates, the project is financially feasible, which is a condition of the MOU with Hollister. The new sewer rates include the City’s ability to lock-in \$6 million in grant finding, and secure relatively low interest loans from the United States Department of Agriculture (“USDA”) and the State Water Revolving Loan Fund (“SRF”) from the State Water Board. \$4 million in grant commitments have been received from both the State and Federal government. The USDA will make-up the balance and the City is applying for Community Development Block Grant funds as well. In the past few months, the City’s efforts to funding this wastewater compliance project is coming together.

The Force Main to Hollister design is nearly complete pending final comments from the County, and a few regulatory agencies including the US Fish and Wildlife Services with whom staff met last week. Once US F&WS, US Army Corps of Engineers and CA Fish and Wildlife have approved the project or recommended mitigation measures, the environmental package will be complete for both the USDA and SRF funding programs, and the project design will be sent out to bid. Last week US F&WS stated they require 180 days to complete their 30-page biological study. This would have the project bid early in 2023 (adding 6-months to the schedule, 9-months later than anticipated).

WATER PROJECT STATUS

The focus of this report is diversifying the City’s source of water blending its ground water. This is the 3rd compliance project and will remove salts from its wastewater effluent. The goal is to dilute the City’s ground water by adding 65% surface water from the West Hills Treatment Plant. But by taking the water source to regional level, it strengthens the reliability of the system, and the quality of the water.

The MOU with the SBCWD is now a year-old. The design of the project reached 30% completion November 2, 2021. The MOU requires design to halt until cost estimates are prepared from the 30% drawings, and the project’s funding is secured. The cost estimates completed February 17, 2022 have been used to completed the Bartell Wells Rate Study initiated February 4, 2022. This rate study (attached) was first presented to the City Council May 24, 2022 and adopted May 31, 2022, when the Council adopted the attached Resolution 2022-38, (its “Resolution of Intent”).

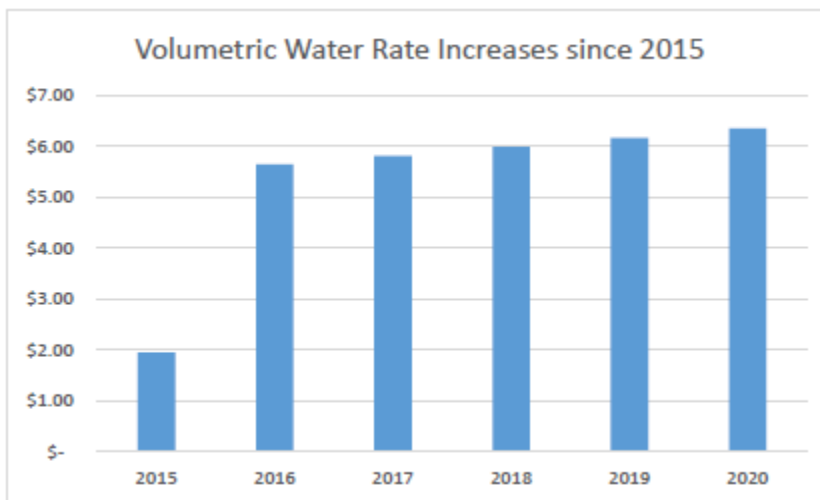
Since then, the proposed rate increase was sent in the form of a legal public notice to each of the 833 water customers. This is the same process used to increase the sewer rates. Approval of this rate study will determine if the project is fiscally feasible, allowing its design to resume.

DISCUSSION:

The background provided in this Report is intended to inform rate payers, concerned parties of the path that has been travelled to reach this critical point. Per the MOU with SBCWD, this “Public Hearing” will determine if the import of drinking water is financially feasible. Resolution 2022-38 approved the Rate Study and Notice. It was noticed more than 45-days in advance of the tonight’s hearing. This process is defined in the State’s Constitution as “Proposition 218.” It is intended to allow a method by which a rate increase can be protested, provide for additional dialogue regarding the City’s Rate Study, allow for written protests to be received. If fewer than 50% of City’s Water clients submit written protests, the City Council can take action to move forward with the 3rd EPA Compliance project that improves the City’s source of water.

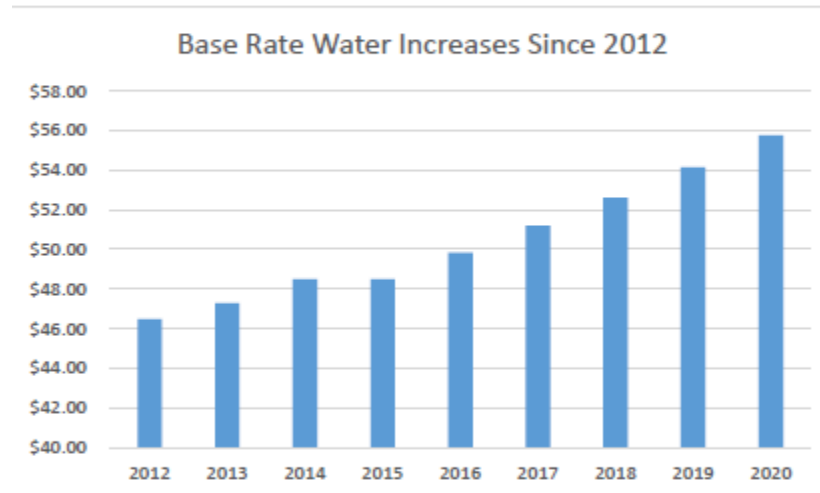
Attached is the May 24th staff report that summarizes the history of water rate increases in the City and the details of the rate study. The City uses both a base rate, and a volumetric rate.

Page 2 describes the City’s diligence to keep the rates consistent with the cost-of-living increases over time. Since 2012, the Rates increased 2% and starting in 2015, they increased 2.6% per year until 2019. The Rate did not increase during the height of the pandemic caused by COVID-19; years 2020 and 2021.



Item# 2B
City Council
May 17, 2022- Revised May 24th 2022

The Base Rate also changed in 2015, increasing the annual increase from 2% per year (from 2012) to 2.6%. The residential Base Rate is currently set at \$55.76.



The residents of San Juan Bautista pay as little as \$75 per month for water, to as high as \$125 per month for water, and the average cost is \$104.04. The “Water Bill” includes the sewer flat rate of \$95.62. So, each Residential “Water and Sewer Bill” will range from \$155.62 to \$220.62, and average \$199.66.

The proposed rate increase includes both anticipated cost increases for the operation of the water collection, treatment, and distribution systems, and the additional capital expense to import and blend the West Hills Treatment Plant water with the City’s ground water. This is the first time since water storage tank was built, that the City’s water rates have considered additional capital improvements.

An excerpt from the July 24th Staff report summarizes the cost considerations in the Rate Study.

The cost estimates for the CIP for surface water is based on drawings that are 30% complete. It is estimated to cost \$7.9 million dollars. Currently, the SBCWD plans to finance these costs at an interest rate to the City of 4.5%. Listed as “Project Financing Repayment” in the Table 6 of the Rate Study, this cost will be approximately \$461,673 annually. The HUAP Buy-in is estimated to cost \$229,525 annually and includes a portion of the fixed assets needed for the SBCWD to treat the water it receives from the San Luis Reservoir. The City’s portion of the SBCWD operational expenses begins at \$337,670 annually in 2025. It is established in the Proposition 218 Notice as a “pass-through” amount, due to the nature of the changing costs to buy water from the state and federal water resources, being passed-through to the City.

It is also important to understand that the City's current Water Enterprise Fund takes in approximately \$100,000 more than it spends with a healthy reserve (compared to the sewer enterprise fund barely breaking event). This will off-set 25% of the costs described above.

The Water Enterprise Fund anticipates costs and revenues as summarized in Table 1 of the Rate Study. This cost per year starts at \$337,670 in 2026. While the City will work hard to find favorable interest rates through the Water Board Revolving Loan Fund, and hopefully grant opportunities from State and Federal resources, the rates do not take this into consideration. Below are the estimated rates from attached the May 21, 2022 from the Bartle Wells and Associates Rate Study with the necessary changes anticipated over the next 5-years. They present increases of 14% for four years, and 5% increase the 5th year.

1.3 Summary of Water Rate Recommendations

Table 1 shows a summary of proposed water rate recommendations.

Table 1 - Proposed Water Rates

Water Rates	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
	Existing	Proposed	Proposed	Proposed	Proposed	Proposed
Volumetric Rate \$/1000 gallons	\$6.35	\$7.05	\$8.04	\$9.17	\$9.63	\$10.12
Monthly Base Rate	\$55.76	\$65.91	\$75.15	\$85.68	\$89.97	\$94.47

Table 1 on the rate study summarizes the cost estimates used for the proposed rate increases. They are covering additional costs to import water of \$337,670 per year.

The proposed Ordinance recommends a five-year schedule of rate increases. The second reading and adoption would occur September 20th, 2022. After 30-days, the Ordinance becomes effective. The first increase would go into effect on November 1, 2022, and subsequent increases would go into effect, without further Council action, on July 1, 2023 and each of the following three July 1sts. The Council can take action by resolution in the future to reduce these rates, but it cannot increase rates above this schedule without conducting new Proposition 218 notice, protest, and hearing proceedings.

The rates presented are a "worst-case scenario." It is a conservative estimate of necessary rate increases, in the event the City is not successful in its effort to use State and Federal funds to help reduce the cost of the Water compliance project. Before the State and Federal funds can be approved, the City has to demonstrate its ability to independently fund this work. As the SBCWD has agreed to finance the project, the rate study uses the current conventional interest rates they anticipate paying when the construction is completed and permanent financing is secured. It assumes that most of the project will be paid by borrowing, when in fact the City is working on several different grant applications as well, to help reduce the burden to rate payers.

If the City is successful, the City's costs will decrease, and the rates will not have to increase by as much as the estimates in this "worst-case scenario."

At tonight's hearing, the Council is asked to accept oral and written testimony including written protests with respect to the proposed rates. The City Clerk has been accepting, and will continue to accept through the close of the public input portion of the public hearing, written protests against the rates. Because tonight's meeting will be conducted via Zoom and in person, prior to the close of the public input portion an opportunity should be given for members of the public to make an oral protest that will be counted as a written protest. After the close of the public input portion of the public hearing, the Clerk will tabulate the protests and announce the number of valid written protests received. Unless the City has received valid written protests with respect to a majority of the parcels subject to the rates, the City Council may then introduce the ordinance adopting the new rates.

The City's past practice has been to adopt water rate increases by ordinance, and to use that ordinance to place the dollar amounts of the sewer rates directly into the text of the Municipal Code. This practice is not required by law, and can cause confusion because there is limited ability to place formatted tables in the Municipal Code document. Therefore, the attached Ordinance adopts a rate table, but does not add the rate table to the text of the Municipal Code. The Ordinance also amends the Municipal Code so that future rate increases can be adopted by resolution. This change does not alter the requirement that a rate increase can be adopted only following the Proposition 218 notice, protest and hearing requirements.

A pass-through provision is proposed for changes to the rates charged by SBCWD for its services. The details of this pass-through formula are presented in the Ordinance.

At the July 17, 2022, City Council meeting, the City Council opened the Public Hearing to receive protests to the proposed rate increase. The City Clerk counted five written protests. The Clerk having tabulated the written protests, the Mayor closed the Public Hearing.

FISCAL IMPACT:

If approved, the action before the City Council will provide sufficient funding within the Water Enterprise fund to pay the SBCWD for building a 6-mile water main from the West Hills Treatment Plant, and for the SBCWD to buy, treat and send this water to the City.

STRATEGIC PLAN:

The City's Strategic Plan for Fiscal Year 2022/23 clearly identifies the Water Compliance Project in this Year's 3rd Initiative:

- 3) Invest, maintain, strengthen, plan and renew, our vital infrastructure:
 - a. Build a new Source of Water, and build the force main to Hollister for the discharge of Wastewater
 - b. Continue to Invest in the infrastructure prioritized in the Water and Waste Water Master Plans

ATTACHMENTS:

- 1) Draft Ordinance Increasing Water Rates
- 2) Resolution 2022-38 Proposition 218 Notice approved May 31st, 2021 (provided July 17, 2022)
- 3) May 31st Staff Report and Town Hall Slides on water rates (provided July 17, 2022)
- 4) Rate Study (provided July 17, 2022)
- 5) Rate Study Addendum (provided July 17, 2022)

ORDINANCE NO. 2022-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA AMENDING SECTION 3-5-155 OF THE SAN JUAN BAUTISTA MUNICIPAL CODE AND INCREASING WATER RATES

WHEREAS, the City provides its water customers with water service; and

WHEREAS, the City funds this service, including associated operations, maintenance, improvement, and debt service costs, with water rates that are collected from water customers on their monthly municipal utility bills; and

WHEREAS, the existing rates are not sufficient to fully fund anticipated expenses; and

WHEREAS, the City engaged Bartle Wells & Associates (“BWA”) to recommend a schedule of water rates that would fully fund the City’s anticipated water system operational and capital improvement costs and would spread those costs amongst water customers in a manner consistent with the requirements of Article XIII D, Section 6 of the California Constitution (“Proposition 218”); and

WHEREAS, on May 24th, 2022, by its Resolution No. 2022-38 (the “Resolution of Intention”), the City Council, following the recommendation of BWA, proposed to increase the City’s water rates over a five year period; and

WHEREAS, on July 19, 2022, the City Council held a public hearing (the “Public Hearing”) regarding the proposed increase; and

WHEREAS, notice of the Public Hearing was mailed to water customers in the manner required by Proposition 218, Section 53755 of the Government Code, and applicable law; and

WHEREAS, at the public hearing, all interested persons had the opportunity to provide oral and written testimony regarding the proposed rates; and

WHEREAS, through the close of the public input portion of the public hearing, written protests against the proposed schedule of rate increases were accepted by the City pursuant to the Guidelines for the Acceptance and Tabulation of Protests (the “Guidelines”) set forth in Attachment “B” to the Resolution of Intention, which Guidelines are on file in the Office of the City Clerk, available for public inspection, and incorporated herein by reference; and

WHEREAS, on July 19, 2022, at the close of the public input portion of the public hearing, it was determined that the written protests received by the City did not constitute a majority protest against the proposal; and

WHEREAS, the City Council has reviewed BWA's Water Rate Study, dated May 21, 2022, which is on file in the Office of the City Clerk, available for public inspection, and incorporated herein by reference; and

WHEREAS, the City Council desires to adopt the proposed schedule of rate increases; and

WHEREAS, the City Council desires to amend the Municipal Code to permit future water rate increases to be adopted by resolution.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA
HEREBY ORDAINS AS FOLLOWS:**

Section 1. The City Council finds and declares as follows:

- A. The forgoing recitals are true and correct.
- B. No majority protest, as defined in the Guidelines, exists against the proposed rate increase.
- C. Revenues derived from the proposed rates are not anticipated to exceed the funds required to provide water service.
- D. Revenues derived from the proposed rates will not be used for any purpose other than providing water service.
- E. The amount of the proposed rates imposed upon any parcel or person as an incident of property ownership will not exceed the proportional cost of the service attributable to the parcel.
- F. Water service is actually used by, or immediately available to customers subject to the rates.

Section 2. The rates set forth in Attachment "A" to this Ordinance, which is attached hereto and incorporated herein by reference, are hereby adopted. Each of the Rates set forth in Attachment "A" shall go into effect as set forth therein, without further action of the City Council. The Council may, by ordinance or resolution, reduce any rate set forth in Attachment "A" but may not increase any rate about what is shown in Attachment "A" without complying with the notice, protest and hearing provisions of Proposition 218.

Section 3. Section 3-5-155 of the Municipal Code is amended to read:

3-5-155. Water Rates

Subject to the notice, protest and hearing requirements of Article XIII D, Section 6 of the California Constitution, the City Council may adopt and revise water rates by ordinance or resolution.

Section 4. Environmental Assessment. The City Council declares that the approval of this ordinance is not subject to the California Environmental Quality Act (“CEQA”) because pursuant to CEQA Guidelines Sections 15060 (c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); and, 15060 (c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Alternatively, the approval of this ordinance is not a “Project” under CEQA Regulation Section 15061(b)(3) because it has no potential for causing a significant effect on the environment.

Section 5. Severability. This Ordinance and the various parts thereof are hereby declared to be severable. Should any section of the Ordinance be declared by a court to be unconstitutional or invalid, such decisions shall not affect the validity of the Ordinance as a whole, or any parts thereof, so declared unconstitutional or invalid.

Section 6. Effective Date. This Ordinance shall go into effect thirty (30) days after the date of its adoption.

THE FOREGOING ORDINANCE was first read at a regular meeting of the San Juan Bautista City Council on the 16th day of August, 2022, and adopted at a regular meeting of the San Juan Bautista City Council on the 20th day of September, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Leslie Q. Jordan, Mayor

ATTEST:

Melissa Lee, Deputy City Clerk

Attachment A

New Schedule of Water Rates

	Effective 11/1/2022	Effective 7/1/2023	Effective 7/1/2024	Effective 7/1/2025	Effective 7/1/2026
Monthly Base Chg	\$65.91	\$75.15	\$85.68	\$89.97	\$94.47
Volumetric Rates (\$/1,000 Gal)	\$7.05	\$8.04	\$9.17	\$9.63	\$10.12

Each customer pays both a flat monthly base charge and a volumetric charge based on their metered water usage.

Pass Through:

The San Benito County Water District will charge volumetric and fixed charges to the City to supply the City with treated water. The City will automatically “pass through” to its customers increases or decreases in this SBCWD wholesale rates.

The City anticipates water purchases will begin in January of 2025. The rates set forth above project that: (i) SBCWD volumetric charges will be \$768.77 per Acre Foot in FY 2024/25, \$800.19 per Acre Foot in FY 2025/26, and \$832.90 per Acre Foot in FY 2026/27 and (ii) SBCWD fixed charges will be \$88,150 in FY 2024/25, \$183,352 in FY 2025/26, and \$190,686 in FY 2026/27. If SBCWD’s rates are higher or lower than these amounts, a pass-through adjustment will occur, as set forth below, to the rates set forth in the rate table set forth at the top of this page

The portion of the proposed volumetric rates charged by the City that recover the cost of the SBCWD volumetric charges are \$0.86 per 1,000 gallons in FY 2024/25, \$1.79 per 1,000 gallons in FY 2025/26, and \$1.87 per 1,000 gallons in in FY 2026/27. This portion of the maximum rate will, as a pass-through, be adjusted proportionately to the difference between the projected SBCWD volumetric rates and actual SBCWD rates. For example, if the SBCWD volumetric charge in FY 2024/25 is 10% higher than anticipated (\$845.64 per Acre Foot rather than \$768.77 per Acre Foot), the pass through would increase the maximum volumetric rate charged by the City by 9 cents (10% of \$0.86), leading to an overall maximum volumetric rate of \$9.26 per 1,000 gallons rather than the \$9.17 rate shown in the table.

The portion of the proposed volumetric rates charged by the City that recover the cost of the SBCWD fixed charges are \$0.89 per 1,000 gallons in FY 2024/25, \$1.84 per 1,000 gallons in FY 2025/26, and \$1.91 per 1,000 gallons in in FY 2026/27. This portion of the maximum rate will, as a pass-through, be adjusted proportionately to the difference between the projected SBCWD fixed rates and actual SBCWD rates.

City of San Juan Bautista
Planning Commission/Historic Resources Board
Notice of Open Seats

*City Leaders are seeking qualified community members
to help shape our future.*

The City Council of the City of San Juan Bautista is now accepting applications to fill two (2) vacancies on the San Juan Bautista Planning Commission and Historic Resources Board. Position terms run four years.

Position requirements, as established in the San Juan Bautista Municipal Code, include San Juan Bautista residency and registered to vote in the City of San Juan Bautista. Additionally, Planning Commissioners are required to attend training, and should have an interest and knowledge in historic preservation.

Planning Commission/Historic Resources Board meetings are held the first Tuesday of each month at 6:00 p.m. in City Hall.

To apply for the position please submit an application (available on the city website at san-juan-bautista.ca.us) and a letter of interest to the City Manager's office in City Hall by **Tuesday, September 16, 2022, at 5:00 p.m.** Letters of interest will be kept on file for one (1) year.

City Hall - 311 Second Street - P.O. Box 1420 - San Juan Bautista, CA 95045



CITY OF SAN JUAN BAUTISTA CITY COUNCIL STAFF REPORT

AGENDA TITLE: **AGREEMENTS WITH WALLACE GROUP AND MICROVI BIOTECH, INC., TO PROCEED WITH IMPLEMENTING THE MICROVI SYSTEM PROJECT TO REMOVE NITRATES FROM WELL 6 WATER**

MEETING DATE: August 16, 2022

SUBMITTED BY: Ned Samhouri, City Engineer

DEPARTMENT HEAD: Don Reynolds, City Manager

RECOMMENDED ACTION:

No actions are required at this time.

BACKGROUND INFORMATION:

- It is critical that the City have three sources of drinking water, as shown in Attachment Table 1, since its best source, Well 1, does not have the capacity to reliably meet the City's needs.
- Without Well 6, the security of the City's water source is potentially at risk should Well 5 go down, or otherwise have to be serviced
- The City needs to work to resolve the adverse effects caused by the infiltration of nitrates into Well 6.
- In September 2021, a pilot project was completed at Well 6 using a packaged treatment plant by Microvi.
- The Microvi MB-N2 unit relies upon proprietary biocatalyst composites which are formed into spherical media and maintained in a continuously stirred tank reactor (CSTR) for nitrate degradation.
- Effluent from the CSTR flows to an aerated tank and is then pumped through an ultrafiltration system (See Attachment Exhibit A -Process Flow Schematic).

- The pilot project successfully demonstrated consistent nitrate removal to below the Maximum Contaminant Level (MCL) of 10 mg/L.
- The process is approved by the California Division of Drinking Water (DDW) Treatment Technology Unit and is NSF/ANSI 61 certified.

PATH FORWARD:

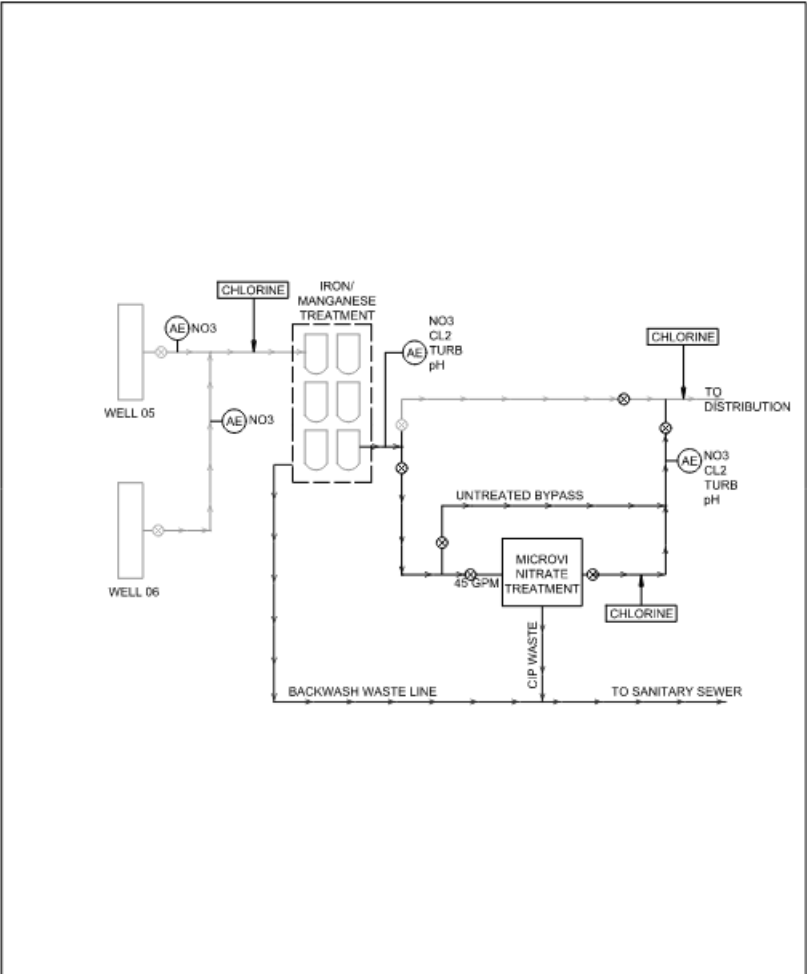
- Wallace Group to proceed with implementing the Microvi system, which has a capacity of 45 gallons per minute (gpm), to treat and remove nitrates to below 10 mg/l from Well 6 water and blend it with by-pass flow water of approximately 105 gpm the well, then mix it with Well 5 flow of 425 gpm (Attachment Exhibit A):
 - Total Flow Capacity of Wells 5 and 6 = 575 gpm
- The Microvi Biotech Inc. to submit an operations and maintenance (O&M) proposal of their MNE nitrate treatment system, including the monthly lease, remote monitoring, two site visits per months, chemicals and DDW compliance sampling.
- Approximate Cost of this scope:
 - The Wallace Group Pilot Project Contract Amended = \$30,000 (excludes \$15,000 billed for the pilot study)
 - The Microvi System O&M = \$XXX (TBD)

ATTACHMENTS

Table 1- Flow rates and water quality data for Wells 1, 5, and 6.
Blending Diagram

Well	Flow Rate (gpm)	Iron (mg/L) MCL = 0.3 ^a	Manganese (mg/L) MCL = 0.05 ^a	Nitrate (mg/L) MCL = 10
01	175	0 – 0.12	0 - 0.03	1.4 – 4.25
05	425	1.20-2.89	0.169 – 0.277	<0.4 – 0.81
06	650	< 0.1	0.16-0.26	0.4 – 14

Table 1. Flow rates and water quality data for Wells 1, 5, and 6.



WALLACE GROUP
612 CLAYTON COURT
SAN LUIS OBISPO, CA 93401
T 805 544-4011
F 805 544-4204
www.wallacegroup.us

CITY OF SAN JUAN BAUTISTA NITRATE REMOVAL SYSTEM BLENDING PLAN EXBT A - PROCESS FLOW SCHEMATIC	JOB No. : 1670-0001
	DRAWING : EX A
	DRAWN BY: AE
	DATE : 07-01-22
	SCALE : NTS

From: [Greg Hulburd](#)
To: [Don Reynolds](#); [Nidal Samhouri](#)
Cc: [Kari Wagner](#); [Travis Vazquez](#)
Subject: RE: HDR's BOD for the import of surface water
Date: Friday, July 22, 2022 5:35:22 PM
Attachments: [image001.png](#)
[image002.png](#)

...And I should have clarified.... To get Well 6 back to full capacity, it will require the nitrate removal system (based on nitrate concentrations observed to date).

Greg Hulburd PE C81404

Civil Engineer

WALLACE GROUP | DEDICATION TO SERVICE®

T 805 544-4011 | D 805 597-7124 | C 650 380-1399

612 Clarion Ct, San Luis Obispo, CA 93401

www.wallacegroup.us

From: Greg Hulburd

Sent: Friday, July 22, 2022 5:34 PM

To: 'Don Reynolds' <citymanager@san-juan-bautista.ca.us>; 'Nidal Samhouri' <nidals@csgengr.com>

Cc: Kari Wagner <KARIW@wallacegroup.us>; Travis Vazquez <TravisV@wallacegroup.us>

Subject: RE: HDR's BOD for the import of surface water

Hi Don,

We reviewed the BOD and the Water Master Plan to help answer your question about whether it still makes sense to hook up to the Microvi system in light of the planned surface water connection.

Based on the BOD report, it looks like the planned flowrate from West Hills is 357 gpm. We see there is a "TBD" for Buildout Demands. Do you know if there is consideration of even more flow beyond the 357 gpm? Is the 357 gpm specified in contract at this point?

Table 4: City of San Juan Bautista Flow Demands

Existing Demands	Flow (gpm)
Minimum Month	110
Average Day	183
Maximum Day	411
Supplied by WHWTP (65%)	267
2035 Demands	
Minimum Month	146
Average Day	244
Maximum Day	549
Supplied by WHWTP (65%)	357
Buildout Demands	
Minimum Month	236
Average Day	393
Maximum Day	884
Supplied by WHWTP (65%)	TBD

Assuming the flow from West Hills will be 357 gpm, then that flow plus the flow from either Well 1 or Well 5 will be sufficient to meet existing Maximum Day Demand (411 gpm).

However, once you look into your projected Buildout Maximum Day Demand (884 gpm), you would

need all three of your wells online plus the West Hills water to meet that demand.

So in summary, once the West Hills water is connected you should have enough supply to satisfy the Water Board Division of Drinking Water's requirements under your existing conditions. But to meet the future demand, all three wells (or the two wells push an alternate source...) will be needed plus the West Hills Water.

This table from the Water Master Plan illustrates the scenarios nicely.

Please reach out to us with any questions.

Thank you,

Greg

City of San Juan Bautista

Well No.	Supply Capacity Analysis	
	Existing Wells (gpm)	Assuming Well 6 Offline (gpm)
Supply Capacity Criteria		
Supply to meet Maximum Day Demand with largest unit out of service		
Existing Supply Capacity¹		
Well 1	175	175
Well 5	425 - Standby	425 - Standby
Well 6	450	Offline
Total Capacity	1,050	600
Firm Capacity	600	175
Existing and Buildout Maximum Day Demands		
Existing ^{2,3,5}	411	411
Buildout ^{2,4,5}	884	884
Supply vs Demand Evaluation		
Available Firm Capacity	600	175
Capacity Surplus/Deficiency		
Existing Conditions	189	-236
Buildout Conditions	-284	-709
Recommended Additional Firm Supply		
New Firm Supply	290	710

AKEL
ENGINEERING GROUP, INC.

Notes:

- Well capacities based on email provided by Stantec June 18, 2020.
- Maximum Day Demand = 2.25 x Average Day Demand
- Existing demand based on Metered Water Deliveries documented in 2019 Water Consumption Reports provided by City staff January 13, 2020.
- Buildout demand based on land use parcels and developed unit factors, as shown in Table 5.1.

9/25/2020
N
fo

Greg Hulburd PE C81404

Civil Engineer

WALLACE GROUP | DEDICATION TO SERVICE®

T 805 544-4011 | D 805 597-7124 | C 650 380-1399

612 Clarion Ct, San Luis Obispo, CA 93401

www.wallacegroup.us

From: Greg Hulburd

Sent: Thursday, July 21, 2022 7:51 AM

To: Don Reynolds <citymanager@san-juan-bautista.ca.us>; Ali Dorri <adorri@microvi.com>; Nidal Samhouri <nidals@csgengr.com>

Cc: Kari Wagner <KARIW@wallacegroup.us>

Subject: RE: HDR's BOD for the import of surface water

Thank you, Don. We will review this and provide our thoughts.

Thanks,

Greg

Greg Hulburd PE C81404

Civil Engineer

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T 805 544-4011 | D 805 597-7124 | C 650 380-1399

612 Clarion Ct, San Luis Obispo, CA 93401

www.wallacegroup.us

From: Don Reynolds <citymanager@san-juan-bautista.ca.us>

Sent: Wednesday, July 20, 2022 12:00 PM

To: Greg Hulburd <greg@wallacegroup.us>; Ali Dorri <adorri@microvi.com>; Nidal Samhouri <nidals@csgengr.com>

Subject: HDR's BOD for the import of surface water

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Does hooking up Microvi make sense with this project now funded by increase user rates?

Don Reynolds

City Manager

San Juan Bautista

P.O. Box 1420

311 Second Street

San Juan Bautista CA 95045

(831) 623-4661 x 14

c (831) 594-6322 (New!)



CITY OF SAN JUAN BAUTISTA CITY COUNCIL

AGENDA TITLE: **AGREEMENT WITH MICROVI BIOTECH, INC.
TO CONDUCT A DEMONSTRATION PROJECT
THAT REMOVES NITRATES FROM WELL
WATER**

MEETING DATE: March 16, 2021

SUBMITTED BY: Don Reynolds, City Manager

RECOMMENDED ACTION:

Approve the attached Resolution authorizing the City Manager to execute an Agreement with Microvi Biotech Inc. ("Microvi") to conduct a demonstration of their technology that removes nitrates from well water.

BACKGROUND

The City has and continues to struggle with the control of its source of groundwater for drinking. Recently it committed to explore the import of source water for drinking from the West Hills Treatment Plant, but if feasible, this project is scheduled to be completed in 2023. As proposed, this surface water would be blended with the City's ground water and reduce its salinity below the waste water treatment permit levels established by the Water Board. Coincidental to its salinity compliance efforts, the City needs to work to resolve the adverse effects caused by the infiltration of nitrates. Having the ground water and surface water resources working together, will help reduce costs in the long run, and secure its water sources for the long-term.

Last March, Well 6, the City's newest addition to its source water portfolio, was taken off-line. Routine testing for nitrates indicated that it was trending toward unhealthy limits. It was taken off-line before reaching this threshold, which it has since exceeded. This Well is the third in recent history to succumb to nitrates.

It is critical that the City have three sources of drinking water, because its best source, Well 1, does not have the capacity to reliably meet the City's needs. Without Well 6, the security of the City's water source is potentially at risk should Well 5 go down, or otherwise have to be serviced. Once the City is able to import water from the West Hills Treatment Plant, it will be more secure. Importing less water from West Hills reduces the cost, so if Well 6 can return to service, it will help lower the cost.

In May 2020, the City was introduced to Microvi, and its unique patented technology that could help the City restore the services of Well 6 by removing the nitrates. Microvi was founded to make a positive impact on the world through a paradigm-shift in science and engineering. Their proprietary platform technology, [MicroNiche Engineering™ \(MNE\)](#), provides safe and low-cost drinking water for disadvantaged communities. Today, their solutions save lives, improve health and provide affordable drinking water while preserving our environment. This is just one of many water system possibilities that Microvi offers. All of their products and technologies keep people and the environment in mind while utilizing our powerful MNE™ platform technology to help meet the world's needs.

Using the [MicroNiche Engineering™ \(MNE\) platform](#), Microvi has developed a suite of breakthrough technologies to provide clean drinking water reliably, cost-effectively, and simply — all without producing secondary waste.

MICROVI MNE™ FOR NITRATE REMOVAL

With plants around the world, the Microvi MNE™ process offers simple and effective nitrate and perchlorate removal with low total costs, low energy requirements, and remarkable stability and control. This technology converts nitrate in water into nitrogen gas, which is safely released into the atmosphere. The advantages of Microvi MNE™ for nitrate and perchlorate removal include:

- Low operating cost
- Near zero biosolids production
- No concentrated waste stream
- Low chemical consumption
- Quick start-up time
- Minimal operator input required
- NSF/ANSI 61 certified and approved
- High water recovery rates
- Flexible designs for nearly any kind of application

Today, Microvi is one of the leading green technology companies in the world.

“Microvi’s nature-based approach to water purification is revolutionary. We found that Microvi’s technology not only provided the water-quality regulators demand and our customers expect, but it also solves the costly waste-disposal problem of a conventional system.”

— Ken Tcheng, General Manager of Sunny Slope Water Company



Sunny Slope Plant near Pasadena CA

Excited but cautious, the City staff met twice last fall with three engineers from the Water Board's Drinking Water Division, one specializes in approving new technologies. They cautioned that constant testing and reliable testing equipment are required. They encouraged the City to get a site plan, and testing protocol approved by the Board before initiating the demonstration. They are familiar with the Sunny Slope Water Company's success in Southern California. Overall, they agree that this is a terrific opportunity for the City, and encouraged staff to move forward.

Attached after the proposed Resolution are several FAQ's about the technology and Microvi.

DISCUSSION

The opportunity to conduct a demonstration of Microvi's technology in San Juan Bautista is before the City Council for approval, is because of a \$350,000 grant they received to pay for the technology to be delivered to the City. The system they propose is much smaller than the Sunny Slope example, and will process an estimated 50-60 Gallons Per Minute ("gpm"). Even at this low production rate, the process is thorough and when blended back into Well 6 water, will dilute it below the Permitted safety thresholds, allowing it to be placed back into service.

Microvi wrote: "*The grant funding covers the **ENTIRE** capital cost of a 60 gpm nitrate treatment system. The only costs you'd incur would be for connecting water/power to/from the nitrate treatment system and ongoing O&M (I can provide further details on this). The 60 gpm*

nitrate treatment system is fully automated modular system that can take your influent nitrate concentration and reduce it to less than 2 mg/L NO₃-N. That would allow treating water and re-blending with untreated water to get down to a lower concentration. For example, if you had a well with influent flow rate of 160 gpm and 10 mg/L NO₃-N, we would take 60 gpm through the nitrate treatment system, reduce the NO₃-N to less than 2 mg/L and blend it back with untreated water to get a final NO₃-N concentration of 7 mg/L.”

The demonstration takes approximately 90-days, and while the demonstration occurs, the treated water will be tested and then discharged to the City’s waste water treatment plant. The Well 6 facility, with its iron and manganese treatment plant already on site, is designed to handle this waste water without impacting the current operations. The site plan is provided as an exhibit to the Agreement.

This is the system they propose for Well 6:



If the demonstration passes the Water Board’s strict compliance tests, it can be put into service. If not, it will be removed. There is every reason to believe that it will pass the demonstration process, and that the City and Microvi will return to the City Council this summer with a permanent agreement.

This the proposed installation schedule:

April 8th – Submit demonstration testing protocol to DDW for their review/comments (Microvi)

April 16th – Arrival and unloading of Microvi Nitrate Treatment System to well site in San Juan Bautista, CA (SJB)

April 17th to May 8th – Power and water connection to the Microvi Nitrate Treatment System. (SJB)

May 11th to May 18th – Wet Commissioning of the Microvi Nitrate Treatment System (Microvi)

May 25th to June 5th – Loading biocatalyst, Start-up and commissioning of Microvi Nitrate Treatment system (Microvi)

June 15th – Beginning the Demonstration phase of the project (Microvi)

FISCAL IMPACT

The City Engineer after reviewing the site plan, agrees that the start-up costs for plumbing and electrical connections will be minimal, an estimated at \$5,000, and can be absorbed by the current operations budget for the Water Enterprise fund.

Attachments: Draft Resolution and Agreement
Supportive Technical Materials and Microvi Biotech Inc. background

RESOLUTION NO. 2021- _____

**A RESOLUTION OF THE CITY OF SAN JUAN BAUTISTA EXECUTING AN
AGREEMENT WITH MICROVI BIOTECH, INC. TO CONDUCT A
DEMONSTRATION PROJECT THAT REMOVES NITRATES FROM WELL WATER**

WHEREAS, for decades, the City has relied upon ground water sources of water from wells, that is frequently contaminated by Nitrates, and has shut down three wells in the past five-years as a result of this single issue; and

WHEREAS, the wells the City recently shut down are Wells 3 and 4, and the current water resources it relies on are Well 1, (as its primary water source), with back-up water sources that went on-line in 2018/19 from Wells 5 and 6; and

WHEREAS; in October 2019, the City's treatment plant at Well 6 was approved and placed into service removing iron and manganese mostly from water taken from Well 5; and

WHEREAS, on March 4, 2020, the City's newest well, "Well 6," had to be removed from the system when its Nitrate levels neared reaching the safety limits determined by the State Water Drinking Water Division in the City's Drinking Water Permit, and has since been removed from the system; and

WHEREAS, Well 6 water has since exceeded the Permit Limits and remains off-line, causing the City to rely on only two wells for its drinking water rather than three, creating a potential insecurity in the current system; and

WHEREAS, in May, 2020, a biotechnology company from the Bay Area "Microvi Biotech, Inc.", introduced itself to the City suggesting that its unique technology may help the City resolve its Nitrate problems, and that it had access to grant funds to pay for the technology and offered a demonstration of it at a city well; and

WHEREAS, this system referred to as MICROVI MNE™ is a biological treatment process that offers simple and effective nitrate and perchlorate removal with low total costs, low energy requirements, and remarkable stability and control; and

WHEREAS, MICROVI MNE™ technology converts nitrate in water into nitrogen gas, which is safely released into the atmosphere; and

WHEREAS, on November 23, 2020, the City met a second time with three engineers representing the State's Drinking Water Division, and learned that they are very supportive of this technology, verifying that it has been effective in other public drinking water systems including the Sunnyslope facility in Pasadena, and with certain reservations, encouraged the City to except the generous offer to host a MICROVI MNE™ demonstration project at Well 6; and

WHEREAS, the City and Microvi have negotiated the attached Agreement for the demonstration that requires first the approval by the Water Board Drinking Water Division of the testing protocol, requiring at all times during the testing that the treated water be disposed of into the waste water stream and not into the City's drinking water supply; and

WHEREAS, once proven to the Water Board to be successful and reliable at removing Nitrates, the City and Microvi may consider a long-term agreement leaving the equipment on-site to remove Nitrates from Well 6, allowing it to be placed back into service again with the Water Board's approval; and,

WHEREAS, both the City and Microvi Biotech Inc. wish to execute the attached Agreement, and if successful, return to the City Council for approval of a permanent agreement continuing said technological services as long as deemed necessary and beneficial to the City.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA NOW HEREBY FINDS:

1. That the recitals in this Resolution and accompanying staff report are true and correct and are hereby made a part of this Resolution.
2. It agrees that the demonstration of the technological services proposed by Microvi Biotech Inc., known as MICROVI MNE™, could be very beneficial to the city by removing Nitrates in its well water, and help improve the quality and reliability of its current water system.
3. Authorizes the City Manager make minor changes that may be necessary to implement the intent of this Resolution and to execute the Agreement with Microvi Biotech Inc.

PASSED AND ADOPTED by the City Council of the City of San Juan Bautista at a regular meeting held on the 16th day of March 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Leslie Q. Jordan, Mayor

Shawna Freels, City Clerk

Does a biofilm form and if not what prevents this from happening?

The biocatalyst is designed to reject biofilm formation on its surface. There may be some biofilm growth on the basin or reactor walls, however this can be limited by minimising nutrients in the influent.

Moreover, the microorganisms in the MNE biocatalyst are resistant to shear forces, which can be employed to minimize biofilm formation.

How can the microorganisms survive for long periods without a food source?

The exo-network formed between individual microbes in the community allows information to be shared across the communities. So when food is scarce or non-existent, the community in the MNE biocatalyst effectively hibernates in a dormant phenotype.

What size are the MNE biocatalysts?

The MNE biocatalysts can be manufactured in multiple shapes and sizes. The current standard is a spherical shape having a diameter of 5 mm; however, other sizes and ways of biocatalyst deployment (such as sheets or strands) are in development for different reactor types.

How are the biocatalysts retained in the reactor?

The biocatalysts are retained with simple screening devices, such as slotted pipes fitted at the end of each compartment. This is similar to the mechanisms employed by technologies such as BAFF (biological aerated flooded filters) or MBBR (moving bed bioreactors).

How does MNE technology differ from MBBR and IFAS technologies?

MBBR and IFAS systems create biofilms on carrier materials as well as a suspended growth component. The microorganisms that grow on the surfaces are a mixture of thousands of indigenous microorganisms found in the water being treated. A portion of these microorganisms are efficient in their treatment mechanism while most are not.

The most efficient microorganisms that are actively targeting the pollutants are subject to competition and predation from many others. In addition, MBBR and IFAS systems produce a biological sludge that needs to be removed, treated and disposed. The MNE biocatalyst contains a single, highly efficient species of microorganism within an ideal protected microenvironment that is the most effective in targeting the pollutants.

As the microorganisms in the MNE biocatalyst are in a non-growing phenotype, there is no biological sludge produced in the Microvi systems.

How are operating cost savings achieved?

Operating cost savings are through removing the need for Return Activated Sludge (RAS) as well as reducing biosolids pumping, thickening, treatment, dewatering and disposal energy, chemical and transportation costs. By using alternative metabolic pathways for nitrogen removal, we can also reduce the total aeration demand.

How can you achieve nitrification at normal rates with temperatures as low as 4°C?

The microorganism in the Aerovi processes uses a special enzyme system not used by conventional nitrifiers, allowing it to nitrify at temperatures as low as 4°C.



Using Materials Science to Unlock the Power of Biology

MicroNiche™ Engineering (MNE) Frequently Asked Questions (FAQ)

Microvi is a global industrial biotechnology company that discovers, develops, manufactures and commercializes innovative biocatalytic technologies in the water, wastewater and chemical industries. The company is privately-held and headquartered in the San Francisco Bay Area since its founding in 2007, with offices in the UK and Australia.

Microvi's suite of more than two dozen biocatalytic technologies, created using its patent-protected MicroNiche Engineering™ (MNE) platform, enable cost-effective, energy efficient and low-waste bioconversion processes across hundreds of applications in diverse industries. Microvi's commercial installations have been operating for more than five years, and the company has partnered with many high profile private and public water companies around the world.

Microvi is a privately-held company with significant funding and support from private investors and agencies including the National Institutes of Health (NIH), the National Science Foundation (NSF), the US Department of Energy (DOE), the US Department of Agriculture (USDA), and the US Environmental Protection Agency (EPA). Microvi has been recognized for its innovative technologies as a recipient of the following awards: the California Clean Tech Open Award (2007), the AlwaysOn GoingGreen 100 Awards (2007, 2008, 2012), the Red Herring North America 100 Award (2009), the Artemis Project Top 50 Award (2011), the Global Cleantech 100 Award (2009, 2014), the Environmental Business Journal Award (2013), the East Bay Innovation Award (2016), the Business Innovation Award (2017), the Environmental Award (2017), and the Kirkpatrick Award (Finalist, 2017).

What is MicroNiche™ Engineering (MNE)?

MicroNiche™ Engineering (MNE) is Microvi's proprietary informatics technology designed to address the century-old problem of how to design more reliable biological processes. MNE is a combinatorial materials science platform developed by Microvi Biotechnologies through millions of dollars of research that creates MNE biocatalysts that can intensify nearly any biological process.

What is an MNE biocatalyst?

MNE biocatalysts are polymer/microorganism

composite structures, with the microorganisms incorporated into the MNE biocatalyst during manufacture. Each MNE biocatalyst is designed through the MicroNiche Engineering™ platform to provide the ideal microenvironment for a specific microorganism or consortium. The microorganisms within the MNE biocatalyst form communities that allow them to respond collectively to varying environmental conditions.

The geometry and surface chemistry incorporated into the MNE biocatalyst are specifically designed to obtain the best performance and longest life for the process, enabling significant

performance enhancements in hundreds of diverse applications. All MNE biocatalysts for water and wastewater treatment are sold as part of an engineered process.

Which Microvi water and wastewater technologies are available now, and what do they do?

- Denitrovi™: degradation of oxyanions (e.g. nitrate, nitrite, perchlorate) for water and wastewater.
- Aerovi™: degradation of nearly any organic compound (e.g. BOD/COD, recalcitrant organics), as well as ammonia removal.

Where can I find out more about this innovative technology?



United States:

+1 510-344-0668
26229 Eden Landing
Rd. Hayward, CA 94545

United Kingdom & Europe:

+44 (0)7717808004

Australia\ & Asia Pacific:

+61 458 454 712

info@microvi.com
www.microvi.com

MICROVI-MICRONICHEFAQ-A4-0617

- Nitrovi™: conversion of ammonia into nitrite.
- Provi™: phosphorus removal and recovery.

Is this not encapsulation with a different name?

No. Encapsulation technologies simply retain microorganisms; they are not designed to provide ideal environments for the microorganisms to form specialized communities that allow the organisms to have high performance for an extended period of time. MNE biocatalysts are unique in this regard.

How do we ensure we have the right microorganisms in the biocatalyst?

During the production of the MNE biocatalyst, Microvi grows the microorganism culture through a controlled fermentation process. The microorganisms are then manufactured within the MNE biocatalyst so that the biocatalyst is delivered to site fully charged with the right organisms to perform the task required.

Is the biocatalyst safe for use in potable water?

Yes. The Microvi technologies for potable water have undergone rigorous testing for drinking water use directed by the California Department of Drinking Water and other relevant bodies. Microvi is currently seeking drinking water authority approvals in other countries. The materials used in all Microvi biocatalysts are food grade and NSF/ANSI 61 certified for safe use in potable water.

How effective is the process for clean water?

There are many drinking water compounds which are highly amenable to biological treatment by Microvi technologies. In most cases, the use of biological treatment is financially and environmentally superior to the more complex chemical and energy-intense treatment systems.

Where can the process be applied for wastewater?

The Microvi technologies are ideally suited as part of modern day wastewater treatment. The technologies can be applied in multiple situations including on raw wastewater, primary settled influent, as a tertiary process downstream of existing secondary plants, or as a side stream reactor on return liquors.

What advantages do Microvi technologies provide?

The advantages of Microvi technologies include:

- Very high density of microorganisms compared to conventional treatment resulting in higher removal rates, significantly lower hydraulic retention time and smaller footprint compared to other biological treatment systems. The MLSS equivalence of MNE biocatalysts is up to 40,000 to 50,000 mg/L.
- A much simpler process configuration. For example, for the removal of carbon and nitrification in wastewater, there is no need for a return activated sludge (RAS) stream.

- Microvi systems start-up in days, compared to weeks or months for other biological processes.
- Little to no biological solids are produced, dramatically reducing biosolids handling requirements, pumping, chemical, transport and disposal needed by other biological technologies.
- Greater resistance to toxic compounds, as the microorganisms in the MNE biocatalyst are housed in a protected environment.
- Avoids the need for complex control systems used to manage the microorganism environment (for example, anammox) thus increasing reliability and simplifying operation.
- Exploits microorganisms that are normally outcompeted in the reactor environment by providing them with an ideal, protected microenvironment.
- No growth of filamentous microorganism that cause bulking or foaming.
- Handles variable flows and loads and can withstand prolonged periods with no food source. This makes the Microvi technologies very effective for applications with a seasonal load (e.g. tourist areas, schools, etc.) and seasonal industrial applications.
- Removes plant performance dependency on sludge settleability and removes the risk of biomass washout during wet weather events.
- Maximises the use of existing infrastructure. MNE technologies can be retrofit into existing basins so that treatment capacity can be increased without the construction of additional tanks, pumps or pipes.

How long does the MNE biocatalyst last?

This depends on the type of biocatalyst, what it is being used to treat and the specific treatment application. Generally, Microvi guarantees its biocatalysts for 5-10 years.

Are the microorganisms genetically modified?

None of the microorganisms used in our water and wastewater treatment products are genetically modified and all are naturally occurring in the environment.

Do the biocatalysts contain a mixed culture of microorganisms?

Most of our water and wastewater products contain a single species of microorganism which can remove multiple kinds of pollutants. We also have technologies in development using mixed cultures.

How are the microorganisms used in the biocatalysts selected?

Microvi has undertaken extensive R&D to develop a library of the most powerful microorganisms available from nature. We choose from a wider range of microorganisms than would typically be found in conventional suspended or attached growth systems as we can establish and protect very efficient species that would normally be outcompeted in the natural environment.

What is meant by a "community" of microorganisms and how is this different to conventional biological treatment processes?

Conventional biological treatment systems are characterized by a combination of free swimming microorganisms, dispersed microorganisms and microorganisms in flocs.

These microorganisms are subject to competition, predation and exposure to toxic compounds. In contrast, the community of microorganisms within the MNE biocatalyst are protected from competition, predation and toxic compounds resulting in a more robust, reliable and efficient process.

Because the microbes form communities, the microorganisms live longer lives, control the population within their environment and establish defense mechanisms for toxic conditions or shock loads.

How can the system produce no biological sludge?

Microvi has harnessed the power of autophagy, which was awarded a Nobel Prize in 2016 (Yoshinori Ohsumi). The microorganisms re-utilize and regulate their population such that in the MNE biocatalyst, no substantial net growth is observed. Moreover, due to the very high population density, the organisms use the process of quorum sensing to sense their environment.

The organisms perceive that the cell population density is ideal and hence direct their energy to metabolism and not growth. These mechanisms have been established through hundreds

of fundamental science investigations by researchers around the world, which align to an evolutionary understanding of microorganisms prioritizing fitness over growth rates.

What is meant by metabolically active but non-growing?

The metabolically active but non-growing phenotype is a known microorganism behaviour. The microorganisms are actively converting pollutants into non-harmful by-products to gain energy for the maintenance of their own metabolism but do not direct energy into reproduction.

How are the microorganisms retained within the biocatalyst?

Microvi has created ideal environments for the microorganisms where they form communities called exo-networks. The microenvironment is designed to induce the microorganisms to remain in the biocatalyst and maintain a stable population.

What prevents other microorganisms from establishing themselves within the biocatalyst?

When another microorganism comes into the biocatalyst, it finds many very well-established communities of microbes in an environment that has been specifically designed for their needs (shape, size, surface chemistry). They would have to outcompete the established communities of microorganism and cannot. In addition, with short retention time in the reactors measured in minutes and hours instead of days, the foreign microorganism has little chance to try to establish itself.

Microvi MNE

An Innovative Approach for Groundwater Nitrate Removal



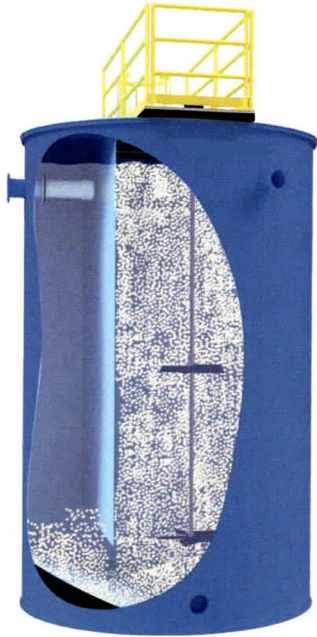
Are You Meeting EPA Requirements for Nitrate Removal?

Nitrate impacts two-thirds of the world's rivers and countless aquifers. The EPA has set the maximum contaminant level (MCL) for nitrate at 10 mg/L. Ion exchange and reverse osmosis are commonly used to remove nitrate, but those systems generate a concentrated waste stream that requires additional treatment and/or disposal.

- **No concentrated residual stream:** Reduced upstream and downstream process requirements and little or no waste handling facilities
- **Easier to operate:** A simple reactor with minimal internal components, straightforward control, and no complex backwashing or regeneration reduces operator input and maintenance requirements
- **Faster process:** Treatment rates of just minutes mean smaller tanks; the dense biomass metabolizes nitrate more efficiently. Short treatment times help reduce footprint and allow for modular/standard systems
- **Reliable operations:** When the biocatalysts are subjected to upset conditions or dramatic variations in influent quality, their performance is nearly unchanged. The biocatalyst solution is simple and less complex with fewer moving parts (e.g. complex systems of valves, compressors, etc.)
- **Proven technology:** Approved for use in California; accepted technology in other states and countries (e.g. Australia). NSF/ANSI 61 certified
- **Higher water recovery rates:** Less water is lost or needs costly recovery processing
- **Cost effective:** Smaller energy and chemical requirements. No reactor backwashing
- **Flexible designs:** Can be retrofitted into existing tanks; offers simple, low cost design for new systems
- **Quick start up and recovery time:** Great for both continuous and intermittent use

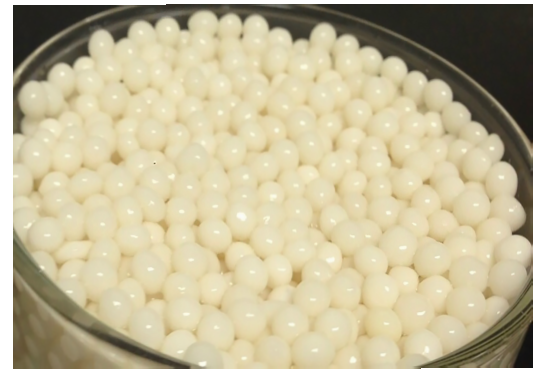
How it Works

Microvi's water technologies are based on engineered polymer-microorganism composites- called biocatalysts - which contain a high density of single species of microorganisms (natural, non-pathogenic, non-genetically modified). These biocatalysts actively convert targeted pollutants into non-harmful by-products without producing a biological waste stream.

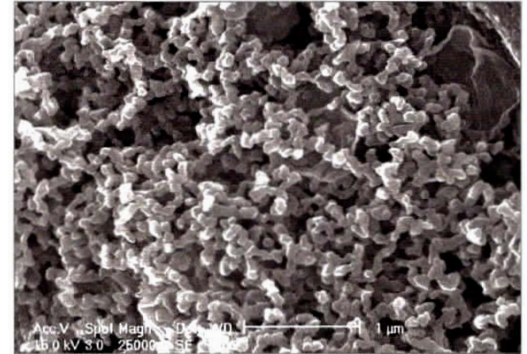


The biocatalysts and the process applications have been developed and refined for over ten years enlisting millions of research dollars.

The MNE technology converts nitrogen gas through a proprietary natural process that results in no sludge, brine or reject water production- only the safe release of nitrogen gas into the atmosphere.



Microvi MNE biocatalysts

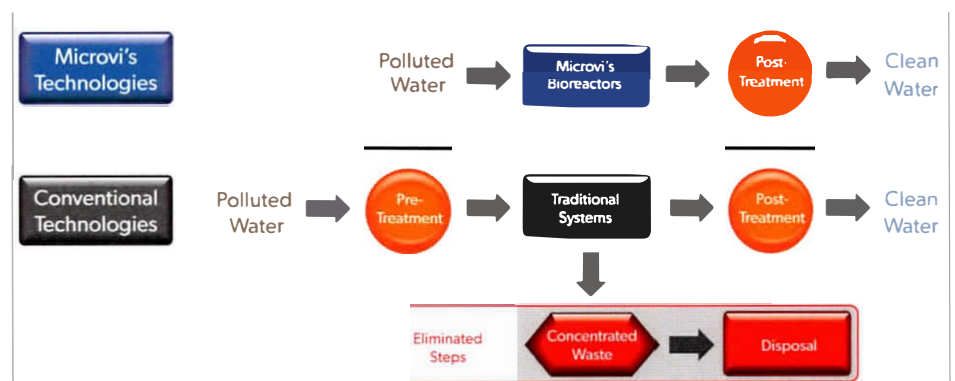


A scanning electron microscope (SEM) look inside the biocatalyst

A Simple and Efficient Solution

Microvi offers an accepted biological denitrification process with no concentrated waste stream. The nitrate removal solution for groundwater is a singular process that provides better value than other technologies in the market.

Contact Microvi at info@microvi.com.



New Biological Nitrate-Treatment System Successful for Water Company in California Wells Returned to Full Use Thanks to Microvi MNE™

Location: Pasadena, California

Owner: Sunny Slope Water Co.

Problem

Sunny Slope is a water company in Pasadena, California, that provides water to 30,000 households, primarily from its own wells in the Raymond Basin and the San Gabriel Main Basin. Nitrate contamination that naturally exceeded limits for drinking water in two of Sunny Slope's wells forced the water company to purchase Tier 2 replenishment water at a significant cost from the San Gabriel Main Basin. That water was used to dilute the nitrate in the well water and lower the nitrate contamination to safe levels for drinking water.

Sunny Slope's problem is not unique. In California, the EPA has estimated that approximately 10 percent, or nearly 3,000 groundwater wells, are contaminated with nitrate that exceeds drinking water standards.

To resolve Sunny Slope's long-term water needs, the company needed a cost-effective solution to treat the nitrate while not producing a significant concentrated waste stream.

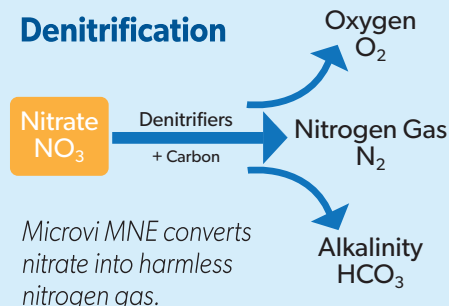
Analysis of Alternatives

Sunny Slope considered conventional options to remove the nitrate, including reverse osmosis (RO) and various ion exchange (IX) processes. The RO option was quickly ruled out due to the high energy cost and low water recovery. With IX, there are high capital costs and high operating costs for electricity, chemicals, and disposal of concentrated waste



Microvi MNE biocatalysts

Denitrification

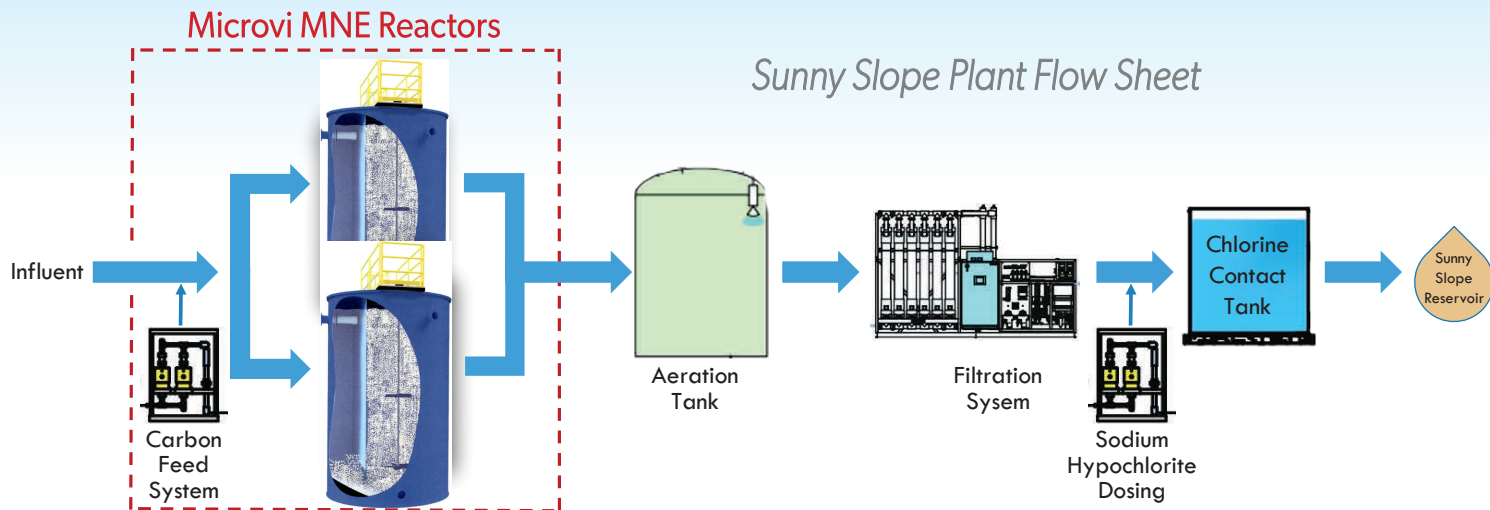


contaminants. Sunny Slope found both technologies to be too expensive for the facility's needs on a lifecycle basis.

Instead, Sunny Slope chose to consider an advanced biotechnology solution developed by Microvi, a global green tech company. Microvi MNE™ configured for nitrate removal is the company's nitrate removal biocatalyst process, offering a truly innovative, step-change advancement in biological treatment for water.

Chosen Solution

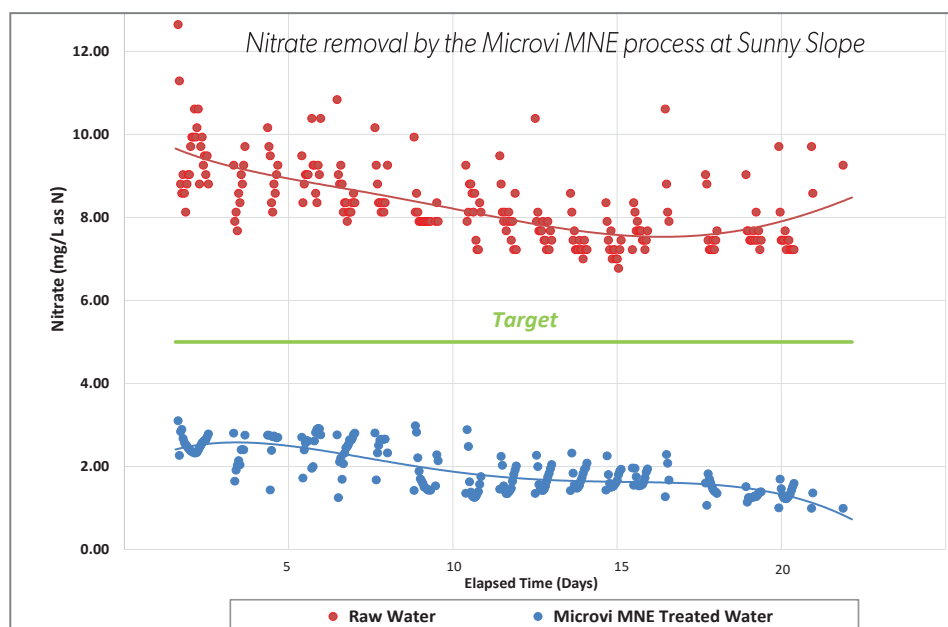
The Microvi MNE process is an on-demand, continuous flow process requiring minimal operator attention. It is approved by the California Division of Drinking Water and NSF/ANSI 61 certified for use in treating drinking water. Microvi MNE stands out from other options as the process eliminates nitrate by converting it into harmless nitrogen gas instead of concentrating it into a waste stream. Therefore, there is zero waste from the biological reactor (unlike RO and IX or other biological solutions which only concentrate nitrate waste). The process effluent consistently has nitrate below 3 mg/L as N and turbidity less than 0.30 NTU.



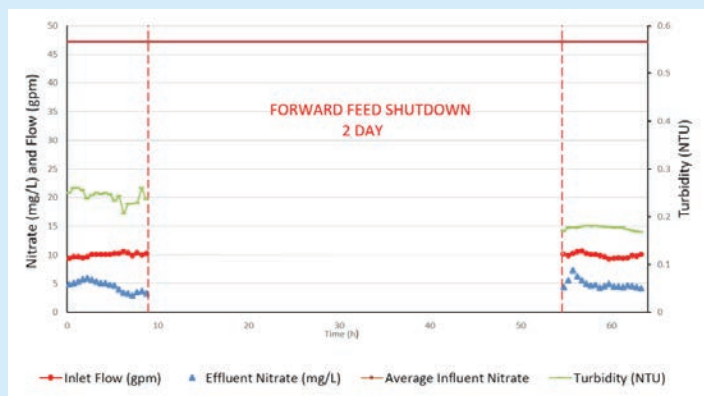
Results

As designed, the Microvi system consistently decreases the nitrate concentration in the high nitrate wells to less than 3 mg/L as N. The blended effluent nitrate levels are lower than the MCL.

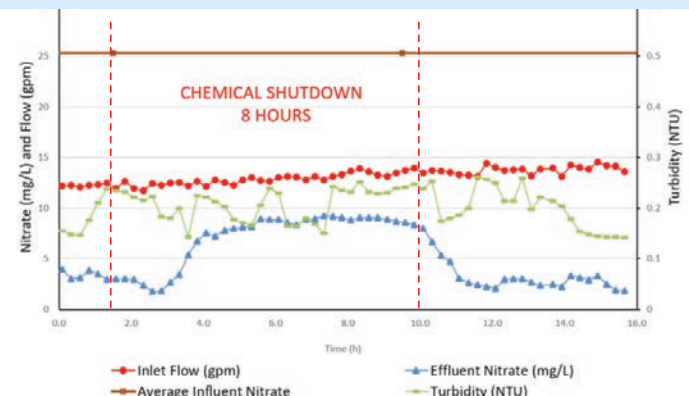
The Microvi MNE system allows Sunny Slope to operate its wells without the costly investment and operational costs that traditional IX and RO systems would have required. In addition, the water company saw significant, immediate savings with the Microvi MNE system over its current plan of purchasing water and blending down the nitrate from the wells. The water company now relies on its own secured water supply as water insecurity increases in California.



Challenge Testing: Challenge testing was conducted at Sunny Slope prior to the installation to determine how the system would function while subjected to various stressors. The results proved it to be an extremely resilient and flexible process.



Effluent nitrate concentrations returned to 5 mg/L NO₃-N (below target) only a few hours after system restart following a two-day forward feed (and chemical feed) shut-down event, including low effluent turbidity.



Effluent nitrate concentrations returned to 5 mg/L NO₃-N (below target) in less than 30 minutes after chemical feed restoration following an eight-hour chemical feed shut-down event, including low effluent turbidity.



CITY OF SAN JUAN BAUTISTA STAFF REPORT

AGENDA TITLE: Notice Summary for the 2022 Pavement Management Program Project, San Juan Bautista

MEETING DATE: August 16, 2022

SUBMITTED BY: Nidal Samhouri, City Engineer

DEPARTMENT HEAD: Don Reynolds, City Manager

RECOMMENDED ACTION(S):

No actions are required at this time.

BACKGROUND INFORMATION:

Project Description

- The proposed 2022 San Juan Bautista Pavement Management Program (PMP) Project (“Project”) will rehabilitate asphalt pavements, construct new curb and gutter, remove and replace existing damaged curb and gutter, install new sidewalks, retrofit existing pedestrian ramps, remove and replace striping and pavement markings, and adjust utility manholes and meter boxes.
- The Project will mainly include rehabilitating the following streets, as shown in Attachment 1: Franklin St., including Franklin Circle, North St., Monterey St., The Alameda, Polk St., Second St., Fourth St., Fifth St., Sixth St., Seventh St., and Church Street.
- The above-mentioned streets rehabilitation project has been selected from the City’s priorities described in the City’s PMP report prepared in May 2020 developed by a pavement consultant. These streets are part of the recently approved City CIP Budget for Fiscal Year 2022/23.
- Approximate quantities and construction cost estimate are as follows:
 - 372,000 square feet of pavements,
 - 5,000 square feet of new sidewalk,
 - 750 linear feet of new curb and gutter,
 - 125 linear feet of replacing damaged curb and gutter,
 - 2 new ADA curb ramps,
 - 4 retrofitted curb ramps, and
 - Direct Construction Cost = \$850,000
 - Indirect Cost (contingency, engineering, inspection and testing) = \$150,000

FISCAL IMPACT:

A total of \$1.0 million was appropriated for the Project as part of the “Measure G” funds, a special sales tax measure and SB1 Bill.

SCHEDULE:

The following is the tentative schedule for this project. Actual schedule will be developed and confirmed with the contractor based on the completion of the required contract documents, approval of pre-submittals, and their availability.

Bid Opening	August 30, 2022
City Council Approval	September 20, 2022
Award Construction Contract	September 22, 2022
Begin Construction	October 3, 2022
Construction Completion	November 23, 2022

ATTACHMENTS

1. Project Location Maps



CITY OF SAN JUAN BAUTISTA

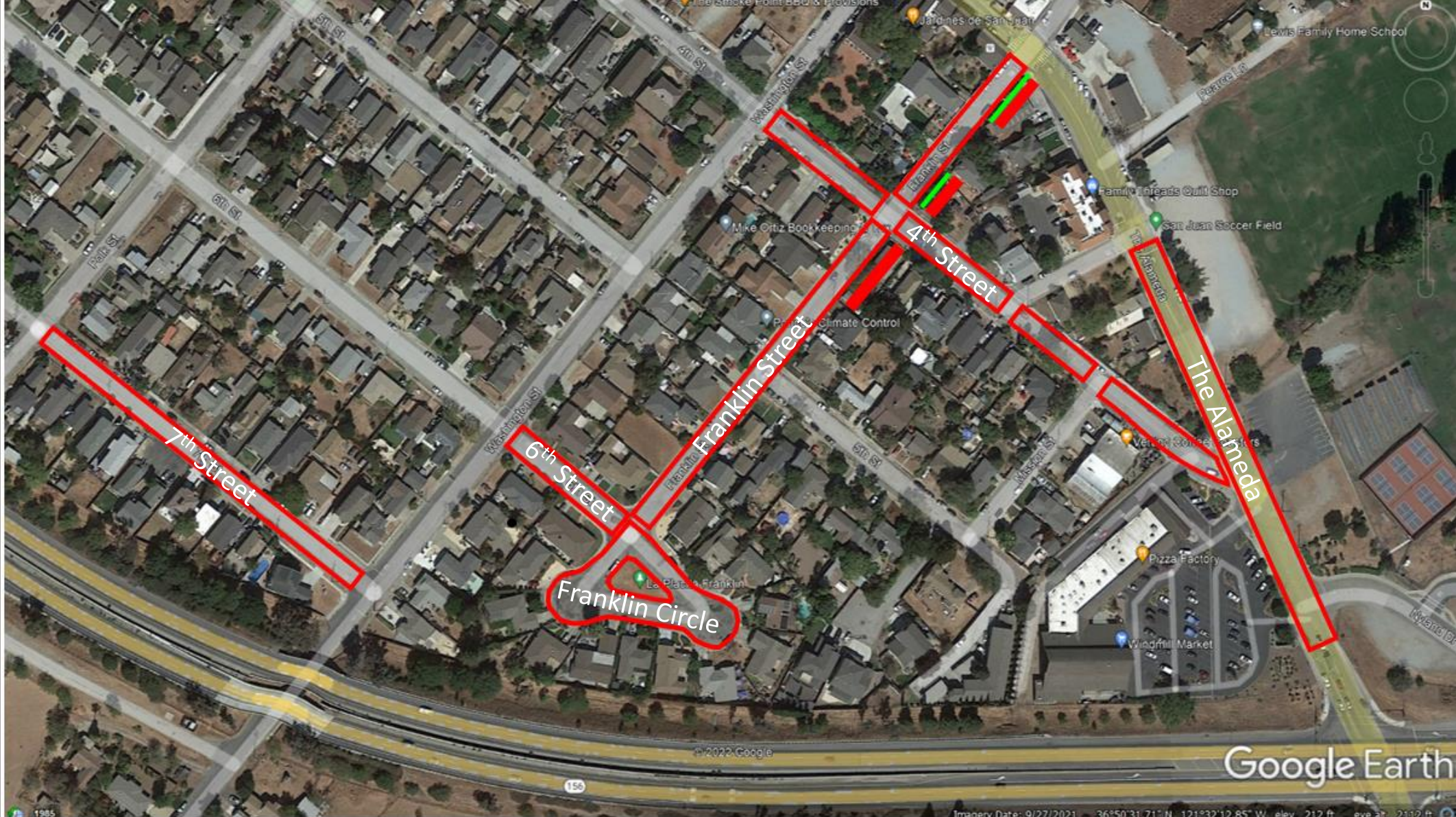
2022 Pavement Management
Program Project

PROJECT DESCRIPTION:

The 2022 Pavement Management Program Project (“Project”) consists of the following:

- Rehabilitate Street pavements,
- Construct new curb and gutter,
- Remove and replace existing damaged curb and gutter,
- Construct new sidewalk,
- Retrofit existing pedestrian ramps,
- Remove and replace striping and pavement markings, and
- Utility manholes and vaults adjustments.



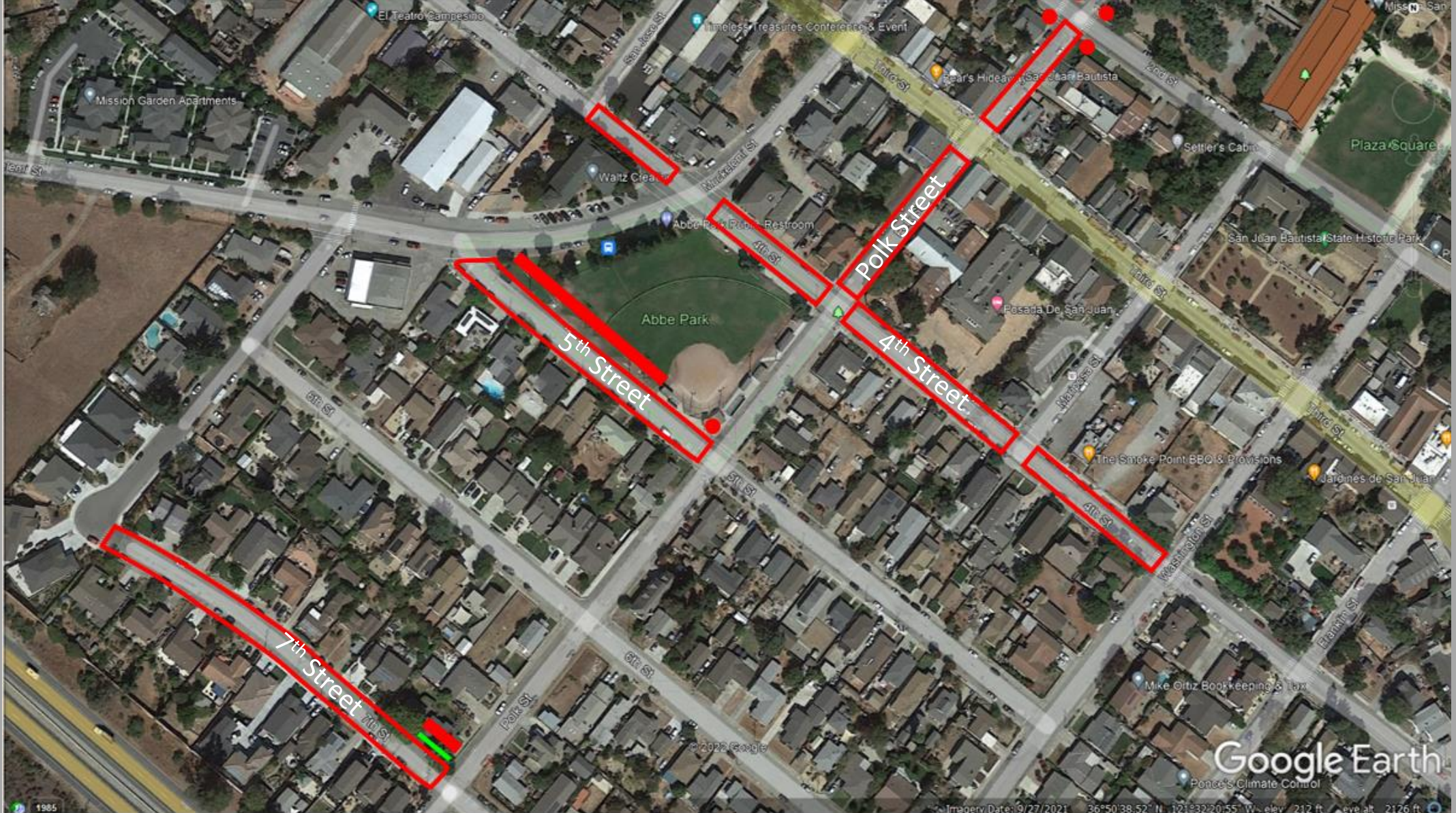


Legend:

-  Street Pavement Area
-  New Sidewalk
-  New or Damaged Curb & Gutter
-  New or Retrofit ADA Curb Ramp

THE PROJECT IS LOCATED ON THE FOLLOWING STREETS:

Franklin St. and Cir., The Alameda, Fourth St., Sixth St., Seventh St.



Legend:

- ▬ Street Pavement Area
- ▬ New Sidewalk
- ▬ New or Damaged Curb & Gutter
- New or Retrofit ADA Curb Ramp

THE PROJECT IS LOCATED ON THE FOLLOWING STREETS:
Polk St., Fourth St., Fifth St., Seventh St.



Legend:

-  Street Pavement Area
-  New Sidewalk
-  New or Damaged Curb & Gutter
-  New or Retrofit ADA Curb Ramp

THE PROJECT IS LOCATED ON THE FOLLOWING STREETS:
Monterey St., Fourth St.



Legend:

- ▬ Street Pavement Area
- ▬ New Sidewalk
- ▬ New or Damaged Curb & Gutter
- New or Retrofit ADA Curb Ramp

THE PROJECT IS LOCATED ON THE FOLLOWING STREETS:
North St., Second St., Church Street



CONSTRUCTION COST ESTIMATE

- ❖ 372,000 square feet of repaved roadway
- ❖ 5,000 square feet of new sidewalks
- ❖ 750 linear feet of new curb and gutter
- ❖ 125 linear feet of replacing damaged curb and gutter
- ❖ 2 new ADA curb ramps
- ❖ 4 retrofitted curb ramps
- ❖ Estimated Cost = \$850,0000
- ❖ Indirect Cost = \$150,000