



# City of San Juan Bautista

*The "City of History"*

[www.san-juan-bautista.ca.us](http://www.san-juan-bautista.ca.us)

## **AGENDA**

### **SPECIAL CITY COUNCIL MEETING**

**TUESDAY ~ DECEMBER 21, 2021 ~ 5:00 P.M.**

1. Call to Order  
Pledge of Allegiance  
Roll Call
2. Public Comment Only on Items on the Agenda
3. Closed Session
  - A. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9(e)(2): (Two cases) (Enforcement Action by State Water Resources Control Board and an additional matter with facts and circumstances that might result in litigation, which are not yet known to a potential plaintiff.)



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## **AGENDA**

### **REGULAR CITY COUNCIL MEETING**

TUESDAY ~ DECEMBER 21, 2021 ~ 6:00 P.M.

**~ PUBLIC PARTICIPATION BY ZOOM ONLY ~**

Join Zoom Webinar <https://zoom.us/j/82805155790>

or call 1 (669) 900-6833

Webinar ID: 828 0515 5790

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.

# 5 D. City Manager's Report

RFP for Council Chamber Upgrade due back February 1

Sent to five vendors 12.8.21

At least two good vendors are interested

Should be up and running for the March meeting

Community Hall acoustics- seeking a peer review of the 2017 study

We will get this done before June 30

Regional Government Services (RGS)

Re-building the Administrative Services function

# 5 D. City Manager's Report

Reviewing different Municipal Accounting Software

- New Chart of Accounts

- Better Purchasing systems and controls (MIP Demo)

Reviewing HR functions

- Recruitments

- Workers Compensation

- Developing written processes and policies

Contracting for Administrative Citation Processing

# 5 D. City Manager's Report

## Budget Calendar and Strategic Planning

**Audit** approval on tonight's Agenda

January 18 **Mid-Year Budget Review**

**Strategic Planning**- 2 sessions

February 22, 2021 **A year in Review**

March 8 Town Hall Meeting - **Setting Goals for FY 2022/23**

March 8- April 19 **Draft Budget Development**-

April 19 - **Introduce Budget**

May 10 and May 17 **Budget Workshops**

June 14 special meeting, **Adopt Final Budget**

# 5 D. City Manager's Report

## Parks-

### Verutti Park-

Pre-construction meeting – done

Approve specifications for Pre-fab Restroom-

Ordering Restroom this month

Arrival in Mid March- done by April 30th

### Franklin Circle Park-

Preconstruction Meeting done

Meeting in the neighborhood with residents before construction begins

Break Ground 2<sup>nd</sup> or 3<sup>rd</sup> week of January

Leash and Defecation law enforcement and new signs at parks

Dogs are not permitted to run “at-large,” unleashed, at parks (Muni-code 2-7.200)

# 5 D. City Manager's Report

Wastewater (11.30 Town-Hall, 12.14 Town-Hall)

- Preparing 90% plans for submittal to State for funding

- Updated and approved the final Preliminary Engineer's Report for USDA and State funding (matched rate study to PER)

- Filed the Notice of Determination for the CEQA

- Met with the City of Hollister- 2.1.21 -new Permit limits, pre-treatment

- Met with County RMA-

- Met with Taylor and Coke farms concerning

  - Coke Lift Station and potential re-use (12.22 @ 10 AM)

  - Recent volume and water quality sampling

  - Defining "domestic wastewater"

- EPA and Water Board assisting with Industrial Users- now and future

- Legacy Laterals- many downtown share a lateral- not per code

# 5 D. City Manager's Report

## Import Water

Scheduling a meeting with SBC Water District to review cost estimates in January

Draft water rate study in February

Participating in the Regional Water Master Plan process

Looking regionally at future water needs

Looking at options to meet needs with certain limitations

Governance Committee meets January 12 @ 5 PM

Utility Assistance- 11 on Thursdays at the Library



# 5 D. City Manager's Report

Meritage/Rancho Vista

Round-About moving forward

Inspecting and assessing the storm drain system

Reviewing Condition Compliance related to

Northern easement buffer

Two trees per parcel

COVID EMERGENCY STATUS- Employee testing if not vaccinated

Re-Districting-

Final draft Moves San Benito County Congressional District north of the City (would result in a new House of Representative)

The final draft to be submitted by the California Citizens Redistricting Commission December 27, 2021

Subject to legal Challenge

# 5. D COMMUNITY DEVELOPMENT DEPARTMENT ACTIVITY

- **Accessory Dwelling Unit:** the ADU ordinance went into effect on November 16. A request for HCD reimbursement of \$50,350 will be sent before 12/24/21.
- **The UGB Committee:** reconvened on November 10. The Committee recommended a two-tiered Sphere of Influence proposal. Staff will present this proposal to the Planning Commission and the City Council in January and February. Meetings with the County will thereafter be scheduled in early 2022.
- **South SJB Specific Plan (SB 2 Grant):** Staff is re-evaluating the scope of work and planning area relative to the likely Sphere of Influence proposal. Work on the project must be completed in nine-months, unless additional extensions are established.
- **Active Transportation Plan:** Five qualified firms responded on November 5: KTUA, TJKM, Kimley Horn, Blue Zones, and GHD. City and Local Government Commission staff evaluated proposals, conducted interviews December 1-3, and selected the Blue Zones team on that date. City Council approval of the contract and final scope of work will be scheduled in January. Robust community engagement is planned.
- **EDCAC:** The first 11-member Economic Development Advisory Committee meetings are expected to occur in January. Staff will assemble a technical advisory committee.
- **Current Development:** Activity includes resolution of **Casa Rosa** property boundary questions and monitoring historic preservation activities. **The JJ Burger** proposed demolition and construction of a new mixed use building was tabled pending further evaluation of the Historic Resources Report and related peer review. Hearings will be rescheduled when the revised report and peer review are complete and available for review and publication. **The Orchards (Lang Street)** subdivision review is ongoing.

# 5 D. City Manager's Report

Library Closed:	December 23-25 December 31- January 1, 2022
City Offices Closed	December 23, 2021 – January 2, 2022