



City of San Juan Bautista

The "City of History"

AGENDA TITLE: Urban Growth Boundary/Sphere of Influence Ad-Hoc Committee Meeting (#2) Minutes

DATE: August 31, 2020

DEPARTMENT HEAD: Don Reynolds, City Manager

DEPARTMENT STAFF: David J. R. Mack, AICP (Contract Senior Planner)

1. Call to Order – 6:00pm

The meeting was officially called to order at 6:09pm.

2. Welcome/Comments

- a. Luis Matchain – Chair of the Historic Resources Board
- b. Scott Freels – Chair of the Planning Commission
- c. Dan Devries – Council Member
- d. Mary Edge – Mayor

Scott Freels, Dan Devries, Mary Edge were all present; Luis Matchain was registered as absent for the meeting.

3. At-Large Member Appointment/Comments

- a. Jacki Morris Lopez

Jacki Morris Lopez was introduced and appointed to the committee.

4. Consider Minutes from Prior Meeting(s)

- a. August 17, 2020

Prior meeting minutes were provided and discussed; no formal action was taken to accept the minutes at this time.

5. Development of Mission Statement

- a. Consider/Revise Statement

“The mission of this committee is to establish limits and boundaries that will serve and protect the City of San Juan Bautista now and into the future.”

- b. Vote/Accept

The mission statement was revised to read as follows: “The mission of this committee is to establish limits to and boundaries for growth that will serve and protect the City of San Juan Bautista now and into the future.”

All committee members agreed upon this revised mission statement and approved it formally.

6. Discuss REVISED Scope of Work proposed by Harris & Associates

- a. Comments/Concerns**
- b. Recommendation to City Council**

David Mack reviewed the revised proposal and slight reduction in cost, associated with focusing on only the Sphere of Influence. Questions were posed from the committee regarding the cost, the process, and why a further reduction was not made. David Mack explained that the process for preparation, processing and submittal of the Sphere of Influence was very similar to the process for an Urban Growth Boundary, and therefore focusing on just the Sphere removed some work, but many of the same steps remained. David Mack further explained that much of the overall cost savings would be realized during the CEQA portion of the work (which the cost of is not included in proposal) since a lower level of CEQA may be required for the Sphere alone, versus both the Urban Growth Boundary and Sphere of Influence together.

7. Consider Map of Sphere of Influence

- a. Presentation/Discussion – Don Reynolds**
- b. Presentation from LAFCO – Bill Nicholson**

Bill Nicholson presented the information on behalf of LAFCO, on what the Sphere process would entail and what LAFCOs role would be. Bill Nicholson explained that LAFCO was the approving/adopting body of the final Sphere (not the City) and that collaboration and agreement with the County of San Benito would be crucial. The committee posed many questions to Bill Nicholson, all of which were answered. The discussion, primarily focused on the requirement to develop a Municipal Services Review (MSR), to demonstrate the capacity of the City to provide services into the Sphere area, anticipating future annexation. Bill Nicholson stated the Sphere should act as a “growth area” and that the UGB may not be needed.

8. Other Tasks/Suggestions/Comments from Committee

The Committee did not have additional tasks/suggestions or comments.

9. Adjournment

Meeting was adjourned at 7:57pm.