



# City of San Juan Bautista

The "City of History"

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

## AGENDA

### ADJOURNED CITY COUNCIL MEETING

(CONTINUED AGENDA FROM FEBRUARY 15, 2022 REGULAR MEETING)

TUESDAY ~ MARCH 8, 2022 ~ 6:00 P.M.

### ~ PUBLIC PARTICIPATION BY ZOOM ONLY ~

Join Zoom Webinar <https://zoom.us/j/87386041768>

or call 1 (669) 900-6833

Webinar ID: 873 8604 1768

#### THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20

In order to minimize the spread of the COVID 19 virus the City Council is conducting this meeting by Zoom conference and will be offering alternative options for public participation. You are encouraged to watch the meeting live on Zoom or Facebook. *Please follow the Governor's Shelter in Place Order and the CDC Guidelines regarding preventative measures and do your part to help flatten the curve and prevent further spread of COVID-19.*

**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](mailto:deputycityclerk@san-juan-bautista.ca.us) not later than 5:00 p.m., March 8, 2022, and will be read into the record during public comment on the item.

In compliance with the Americans with Disabilities Act, and Governor's Order N-29-20, 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 Section 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](http://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](mailto: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 Agenda**

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

**A. Approve Affidavit of Posting Notice of Adjournment**

**B. Approve Affidavit of Posting Agenda**

**4. Discussion Items**

**A. Strategic Plan Update**

**B. Update on COVID-19 Update**

**C. Water and Wastewater Update**

**5. Comments**

**A. City Council**

**B. City Manager**

**C. City Attorney**

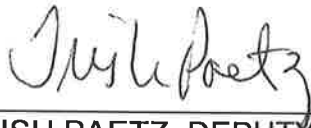
**6. Adjournment**

**AFFIDAVIT OF POSTING**

I, TRISH PAETZ, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE DEPUTY CITY CLERK FOR THE CITY OF SAN JUAN BAUTISTA, AND THAT AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA HELD FEBRUARY 15, 2022, THAT THE MEMBERS PRESENT AUTHORIZED ADJOURNMENT OF SAID MEETING TO MARCH 8, 2022, AT THE HOUR OF 6:00 P.M., IN SAN JUAN BAUTISTA. I FURTHER DECLARE THAT I POSTED A NOTICE OF ADJOURNMENT ON THE 16<sup>th</sup> DAY OF FEBRUARY 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 17<sup>th</sup> DAY OF FEBRUARY 2022.



\_\_\_\_\_  
TRISH PAETZ, DEPUTY CITY CLERK

# NOTICE OF ADJOURNMENT

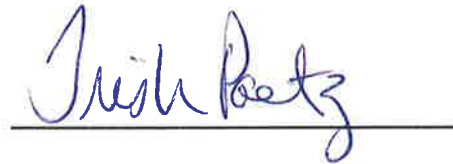
**NOTICE IS HEREBY GIVEN** that the City of San Juan Bautista City Council at their meeting of February 15, 2022, adjourned said meeting to March 8, 2022 at the hour of 6:00 p.m. in San Juan Bautista. Said continuance was passed by the following vote:

Ayes: Jordan, Edge, Flores, Freels, Freeman

Noes: None

Abstain: None

Date: February 16, 2022

A handwritten signature in blue ink that reads "Trish Paetz". The signature is written in a cursive style and is positioned above a solid horizontal line.

by Trish Paetz  
Deputy City Clerk

**AFFIDAVIT OF POSTING**

I, TRISH PAETZ, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE DEPUTY CITY CLERK FOR THE CITY OF SAN JUAN BAUTISTA, AND THAT I POSTED THREE (3) TRUE COPIES OF THE ATTACHED CITY COUNCIL MEETING AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 4<sup>th</sup> DAY OF MARCH 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 4<sup>th</sup> DAY OF MARCH 2022.



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TRISH PAETZ, DEPUTY CITY CLERK





# CITY OF SAN JUAN BAUTISTA CITY COUNCIL REPORT

**AGENDA TITLE:** STRATEGIC PLAN UPDATE DISCUSSION

**MEETING DATE:** FEBRUARY 15, 2022

**DEPARTMENT HEAD:** DON REYNOLDS, CITY MANAGER

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## RECOMMENDED ACTION(S):

It is recommended that the City Council receive this report describing the status of its Strategic Plan and provide staff input and direction for Fiscal Year 22/23.

## BACKGROUND INFORMATION:

In February 2020, the City met with a facilitator and conducted a Town Hall meeting at the Library, creating and adopting its first Strategic Plan in many years for FY 20/21. On March 23, 2021, the City Council approved Resolution 2021-15, and adopted its second Strategic Plan for FY 21/22.

The five focus areas from 2020 remain and include:

- 1) Create, promote, and nurture partnerships within our community,
- 2) Preserve, protect, and promote our community assets and economic vitality while maintaining historical and cultural charm;
- 3) Invest, maintain, strengthen, plan and renew our vital infrastructure;
- 4) Promote public amenities; and
- 5) Quality of life.

Each of the five strategies were greatly expanded in 2021. Attached is the actual adopted Strategic Plan. A review of each section provides room for removing some tasks already accomplished, and adding new ones.

**Focus area 1** is about Partnerships, and this work occurs daily and is on-going. Some of these listed are redundant and staff will clean it up to make it more specific.

**Focus area 2** has been mostly fulfilled and continues to grow. Last year at this time, the City Council approved the new Assistant City Manager position and Brain Foucht was appointed last spring. Since this time, we have worked hard on current planning efforts, to stream-line and upgrade our systems. He has brought forward a proposed sphere of influence, that is the beginning

of a General Plan Update. He has established the City's diverse Economic Development Advisory Committee and launched standing committee to guide the City's economic future. He is focused on long-term planning activities guided by several grants that have updated the City's Accessory Dwelling Unit policies and reviewed the Inclusionary Housing policies. He has put a community-based group together to discuss a cultural trail system in the City. He is also working on historic preservation grants (more to follow).

**Focus area 3** is all about infrastructure. The focus continues to be water and wastewater as the City Manager is working hard to fully fund improvements for both systems. Work on seven streets targeted as high-priorities in the Pavement Management System will be bid this spring, and start this summer. Reducing greenhouse gasses with solar systems independent of the grid is a work in progress, and moving slowly at best right now. Stormwater issues have focused on Rancho Vista development. Facility improvements are being bid now for the City Council Chambers and soon to occur at the Community Hall. The Active Transportation Plan is the \$180,000 grant being implemented now to establish a city-wide cultural trail system (also reference in #2 above).

**Focus area 4** "promoting public amenities" includes parks. Franklin Park and Verutti Park are well underway. Having completed the master Plan for Luck Park, grant funds are being sought to implement it. American Rescue Plan funds were budgeted at the Mid-Year, with the majority of these funds set-aside to improve recreation opportunities in the City. The City and School District have come up with a plan to secure the school buildings and allow access by the public when school is not in session. Washington Park is still on the horizon. The trail system referenced in Focus areas 2 and 3 is being planned. Focus area items "C" – "D" all pertain to recreation, and are all matters for future discussion.

**Focus area 5** is about the "Quality of Life. "Items "A" and "B" are in motion with a well-established Public Safety Ad-Hoc Committee. Recommendation to assign a sheriff deputy to the City has been approved by the City Council and recruitment is underway. The City is better at communication between the Sheriff, private security and code enforcement. This is demonstrated by the good work done during the 4<sup>th</sup> of July, and to enforce compliance with health orders related to COVID-19. Nurturing diversity and removing inequities are a constant City effort, and part of everyday's work. Resiliency is growing with improved water and wastewater systems in the works, and well-funded reserves.

The Sheriff and Fire Chief both made presentations to the Public Safety Ad-Hoc Committee in January. Fire Chief Bob Martin-Del Campo provided an annual report and he will make this same presentation to the City with this report (slides are attached). The newly assigned Lieutenant Tomas Corral provided an update on several policy and staffing changes happening at the Sheriff Department. The Sheriff (or delegate) has accepted this invitation to provide the City Council with an update.

This is the time of year to ask: "can the city take actions to address those parts of the Strategic Plan not yet addressed?" The Public Safety Ad-Hoc Committee is determined to get security cameras



installed in the City, and allocate all or a portion of the \$100,000 budgeted for this focus for that purpose. The General Plan Update will need a CEQA study and other consulting services to effectively be approved by the City and County, and then by LAFCO. The Third Street Master Plan is not quite on the radar for the newly formed Economic Development Advisory Committee. These three challenges are just beginning to materialize.

### DISCUSSION:

For the upcoming fiscal year, the City is in a solid position to expand its operations. The insecurities surrounding the impact of the Pandemic have begun to settle down. The increases in Sales and Use Taxes, combined with property tax revenues from the recently completed Rancho Vista and Copperleaf developments, are all positive and stable. The City's Reserve Policy sets the standard General Fund Reserve at 2.5 months of General Fund expenses. In the Mid-Year Budget report staff referenced the unreserved balance is closer to 18-months of General Fund reserve. The City can afford to expand its operations. Are there new initiatives or new programs to consider, and if so, does the current staff have the capacity to deliver?

The three initiatives funded last year (Public Safety, Sphere of Influence ("SOI")/General Plan Update, and Third Street Master Plan) are only now materializing. Each is funded with \$100,000 seed money from last year's General Fund savings. Very little of these funds have been encumbered. But each one will require substantially more funding this next fiscal-year to reach the goals set forth by these community-led efforts.

### Public Safety Budget

The dedicated Sheriff Deputy assigned to the City is expected to have a lot of impact recommending changes and improvements to the Public Safety services in our City. Along with these recommended changes may include new budget considerations. Staff has suggested different organizational concepts to the City Council and Public Safety Committee, and not much traction has resulted. The role of private security and code enforcement are (in the City Manager's mind) an unanswered question. The City continues to use its code enforcement officer at the elevated 30-hours per week, as established during the State of Emergency. Before July 1, this assignment should be reviewed and reconsidered. The dedicated Deputy can help with that too.

If the City moves toward security cameras, after talking with King City and others, this could be done in phases, and will cost more than \$500,000 when completed. But it needs to be coordinated with Etheric's new high-speed connectivity through wireless connections. Etheric is about to initiate installation after long delays due to micro-chip supply chain issues.

Are there other capital investments that can be made to improve Public Safety Services? The Fire Station 4 has had two CIPs budgeted now for two years: new doors on the Polk Street Bay, and Emergency Generators. There are Office of Traffic Safety ("OTS") Grants that can be sought to

improve traffic safety in the City and enforcement of traffic laws. The City may also decide to invest in disaster preparedness training and facility readiness.

### Sphere of Influence/General Plan Update

The drafted SOI map is heading to the City Council on this Agenda. If the concepts are approved, the next step will be to begin to prepare for land-use pre-designations and property tax sharing negotiations with the County. This will require detailed data to be collected and organized most likely by consulting firms that are experts in these issues. The City will also be required to work with LAFCO and prepare a Municipal Services Report that describes how any new development may be best served by existing and planned resources. The City's Water and Wastewater Master plans are critical base-line components for this conversation. It is hopeful that the City can amend the 2016 environmental work completed for the General Plan, or it will have to create a new study that meets the CEQA requirements. The City will have to invest more than \$100,000 in its future.

### Third Street Master Plan

The Economic Development Advisory Committee established in Fiscal Year 21/22, and its Technical Advisory Committee will be the best team to lead the Third Street Master Plan in Fiscal Year 22/23. It is the time to launch this critical study of the City's downtown and historic district. Next fiscal staff will conduct a Request for Qualifications to establish a design team. This most likely to become an 18-month effort, and cost between \$150,000 and \$200,000. This Plan can then be used to leverage grant funding for construction. These concepts will then be taken to the development stage, that will require additional funds for construction plans to be drawn, and to complete the CEQA analysis.

### Recreation- Youth and Senior Services

If the City were to consider a new initiative, it might be in the area of recreation and activities for both seniors and children under 18-years old. This was discussed with the City Council in August upon receipt of the American Rescue Act funds, and reconfirmed at the Mid-Year Budget conversation January 18, 2022. The Community Hall is being renovated to improve its acoustics as specifications are being drawn now. It will be better suited for hosting senior activities. The joint use of school property is being pursued now to help expand youth recreation access to playgrounds and basketball.

In the past, the Strategic Planning committee helped to organize a Youth Commission with a skilled, credentialled, teacher acting as a volunteer advisor. The City's planner scheduled the meetings and took notes. It all ended with COVID-19.

To start a new Youth Commission, it needs to be staffed and led by City employees. This makes take shape as a part-time "recreation coordinator." This new position would head a commitment from the City to address the needs of youth in San Juan Bautista. In addition to working with a

Youth Commission, the part-time recreation coordinator would work with other youth organizations and manage City recreation facilities. Little League, soccer, and summer programs could be developed. This position may also be able to help with social media, and help organize new special events.

One special event that seems to have potential is a live theater attraction co-hosted with local stakeholders. Other theater companies would be hosted by the City and join a week-long festival much like a "Shakespearian" event, but consistent with San Juan Bautista's culture and be ethnically diverse.

There is a volunteer effort in the works to initiate or re-start a senior citizen community center and related activities. There are a wide variety of senior activities that can be hosted locally, from weekly lunch programs, to health and Yoga classes, and legal and financial advice and assistance. Trips to visit many of the local interests. If the City was to support this project, the Community Hall would be the first place to start.

Staffing senior activities could include either a second part time recreation coordinator, or one full-time coordinator to serve all of the City's recreation interests as suggested above. The cost of this full-time position would range between \$75,000 and \$90,000. If the City decides to start smaller, a part-time position could be hired, and later be expanded to a full-time position. A part-time recreation coordinator would start closer to \$40,000 to \$50,000 per year. This operational change will be an on-going commitment from the City.

If growth in recreational programming is the City Council's favored initiative for FY 22/23, it is recommended that staff capacity be increased.

#### Other Budget Considerations

This is the time to start thinking about the City and its strategies that; improve the quality of life, preserve and protect its assets, culture, and history, invest in infrastructure and build new partnerships. This has to be considered in-light of the economic projections that include high-inflation, and continued supply shortages. The City Operational Budget will have to grow to keep pace, without adding any new programs or activities.

Currently the City is facing major staffing changes. In one month, its City Clerk, City Engineer and City Attorney have all retired. The City Engineer and City Attorney are positions held by private professional service contractors. They are both over due to be re-bid (every three years). The three-year Private Security contract ends in July and will also be re-bid and awarded before June 30, 2022. The City will be seeking bids from landscape maintenance providers for its two Community Facilities Districts and its Landscape and Lighting District. The Water and Wastewater systems need to be re-bid as well, but these systems are currently in a state of flux. Once construction on the two systems has begun, the two projects will be re-bid in time for the ribbon cutting.

The State's Chief Economist reported to the city managers last week that the economy is in full recovery mode, but not full "equity." The gap between "have" and "have nots" has grown during the Pandemic. State budget analysts took these factors into consideration in its proposed Budget with a \$45 billion surplus in January. Half of that surplus has to go to schools, but the other half is discretionary. The analysts have great optimism that the economy will continue to grow, and the job market will be strong. That means that labor costs will increase as supply is outweighed by higher demand. The City will continue to seek grants and other dividends that come from these prosperous times at the State level.

This year's Strategic Plan overlaps a general election in November. Three seats of the City Council will be open. A year from now, a facilitator is recommended to help the new City Council get together and discuss the common interests that they have for the City's future. But for this year, the City Council may wish to schedule a special Town Hall meeting on the Strategic Plan in March, to set the tone for its Budget Town Hall meetings in April and May.

**ATTACHMENTS:**

Strategic Plan 21/22

Fire Department Annual Report

Updated Strategic Plan 9 "red-line"

# STRATEGIC PLAN MARCH 23, 2021

From February 15, 2020, as Amended February 23, March 16, and March 23<sup>rd</sup>, 2021  
(Resolution 2021-15)

- 1) Create, promote, and nurture partnerships within our community
  - a. Public
  - b. Private
  - c. Arts and Culture
  - d. Community based
  - e. Governmental and Public Safety
  - f. Non-profit
  - g. Business
  - h. Schools, Community Colleges, and Universities
  - i. Agriculture
- 2) Preserve, protect, promote our community assets and economic vitality while maintaining historical and cultural charm.
  - a. Expand Community Development Services
  - b. Amend the and update the General Plan, (to include a new Sphere of Influence)  
Focus on the City's advanced planning and preserve its historic assets and small-town charm
  - c. Create a Housing and Economic Development Division within Community Development Department
  - d. Adopt the City's Climate Action Plan
- 3) Invest, maintain, strengthen, plan and renew, our vital infrastructure:
  - a. Regionalize the Source of Water, and discharge of Waste Water
  - b. Invest in the new Water and Waste Water Master Plans
  - c. Fund the priorities in the Pavement Management Plan
  - d. Reduce Greenhouse Gasses, develop sustainable independent Power grids
  - e. Stormwater, inflow and infiltration
  - f. Facilities
  - g. Open Space and Active Transportation Plan
- 4) Promote public amenities:
  - a. Parks – Complete Verutti Park and Franklin Park, implement the Luck Park Master Plan, begin the master plan for Washington Street Park
  - b. Trail system
  - c. Recreation
  - d. Cultural Arts and Activities (El Teatro Campesino and Credo Studios)
  - e. Establish a Parks, Recreation and Library Sub-Committee

5) Quality of Life

- a. Enforce ordinances maintaining quality of life, promoting health and safety for the community.
- b. Establish a Public Safety Sub Committee to review contracts and services, identify gaps in service (traffic enforcement, emergency preparedness, crime prevention, crime investigation).
- c. Build resiliency into the City's quality of life by building closer communications, closer relationships, by listening to our neighbors and friends.
- d. Nurture diversity, remove inequities, and celebrate the strength in the community that comes from a strong and diverse community.



# Hollister Fire Department

Est. 1875

## Annual Report For the Hollister Fire Department



The mission of the Hollister Fire Department is to enhance the quality of life in the City and our area of coverage pertaining to contractual agreements with the County of San Benito and the City of San Juan Bautista. The Fire Department is working cooperatively with the community to prevent fire, enforce the fire code, and provide for a safe environment.

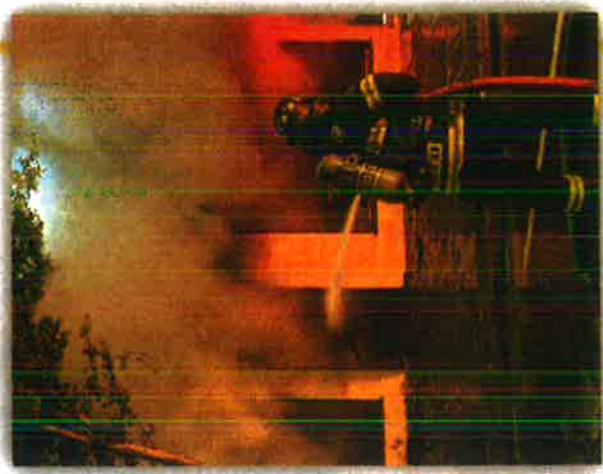




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Est. 1875

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# Hollister Fire Department

Est. 1875



## *Message from the Fire Chief*

The Hollister Fire Department is pleased to present the 2021 annual Fire Report. This report will provide you statistical information of calls per area, breakdown of call type, and services provided by your Fire Department. 2021 brought the Fire Department a multitude of challenges with state strike team assignments, local weather events, Department of Defense assignment, and the COVID Pandemic. Through it all we have continued our operational continuity. The HFD's upcoming goals consist of a community based strategic plan, County fire facility, renewal of Auto-aid agreements.

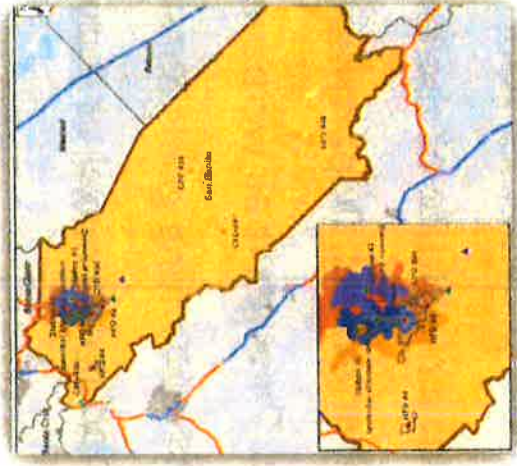
*Bob Martin Del Campo  
Fire Chief, Hollister Fire Department*



# Introduction

Est. 1875

The Hollister Fire Department is an all hazard emergency response agency that covers 1,400 square area miles of the County of San Benito. The objective of our department is preparedness and emergency response to natural and manmade disasters. The department must evaluate the communities vulnerabilities through risk assessments and anticipate the communities obligation to service. It is the Hollister Fire Departments obligation to ensure that we are prepared and properly equipped to deploy and deliver emergency service.



We are in the process of purchasing Fire Apparatus to be completed later 2022 and early 2023. The Department has completed a Fire Academy, promoted fire personnel and responded to over 4039 calls.



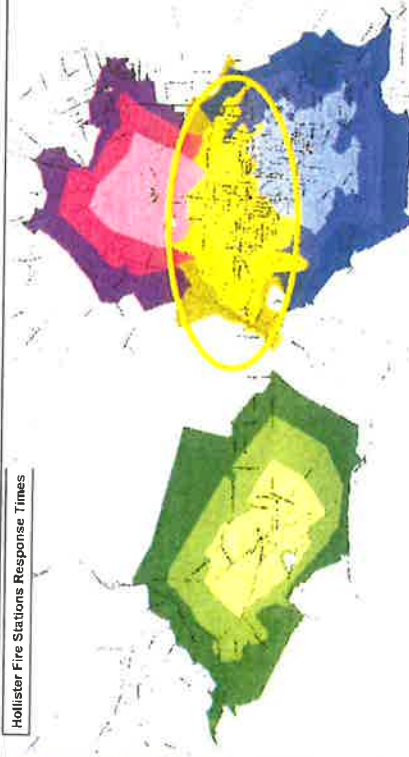


# District #1

Est. 1875

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	65	3.45%
Overpressure rupture, explosion, overhear - no fire	3	0.16%
Rescue & Emergency Medical Service	1156	61.36%
Hazardous Condition (No Fire)	61	3.24%
Service Call	164	8.7%
Good Intent Call	292	15.5%
False Alarm & False Call	136	7.22%
Special Incident Type	7	0.37%
<b>TOTAL</b>	<b>1884</b>	<b>100%</b>

Hollister Fire Stations Response Times



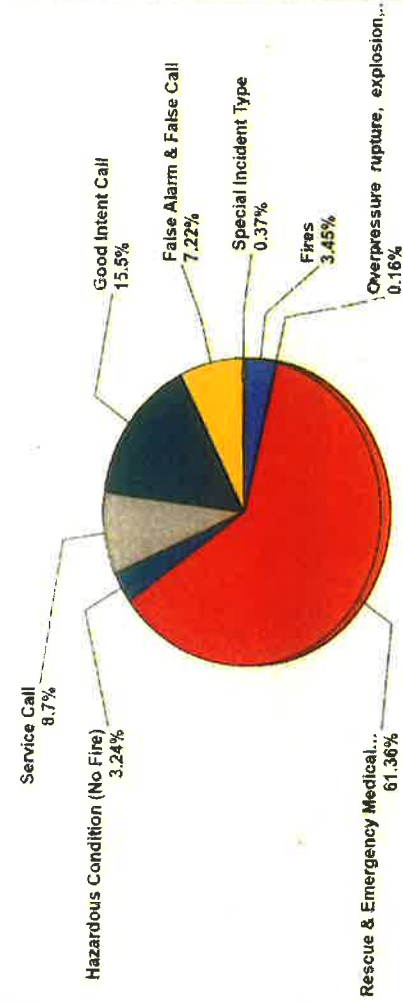
Station Response Time Boundaries

- HO1: 0-4
- HO2: 4-8
- HO3: 8-12
- HO4: 12-16
- HO5: 16-20
- HO6: 20-24
- HO7: 24-28
- HO8: 28-32
- HO9: 32-36
- HO10: 36-40
- HO11: 40-44
- HO12: 44-48
- HO13: 48-52
- HO14: 52-56
- HO15: 56-60
- HO16: 60-64
- HO17: 64-68
- HO18: 68-72
- HO19: 72-76
- HO20: 76-80
- HO21: 80-84
- HO22: 84-88
- HO23: 88-92
- HO24: 92-96
- HO25: 96-100

Station

- Existing
- Proposed

## District #1 Yellow A



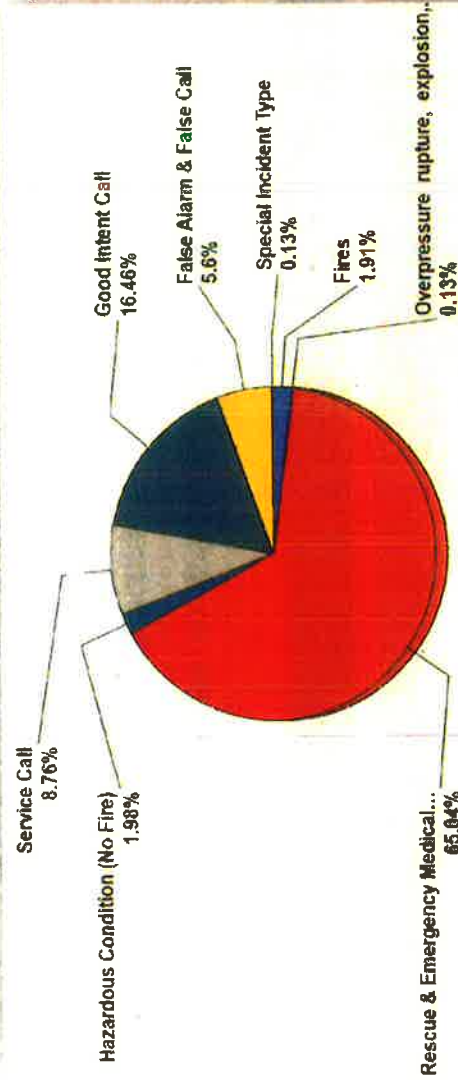




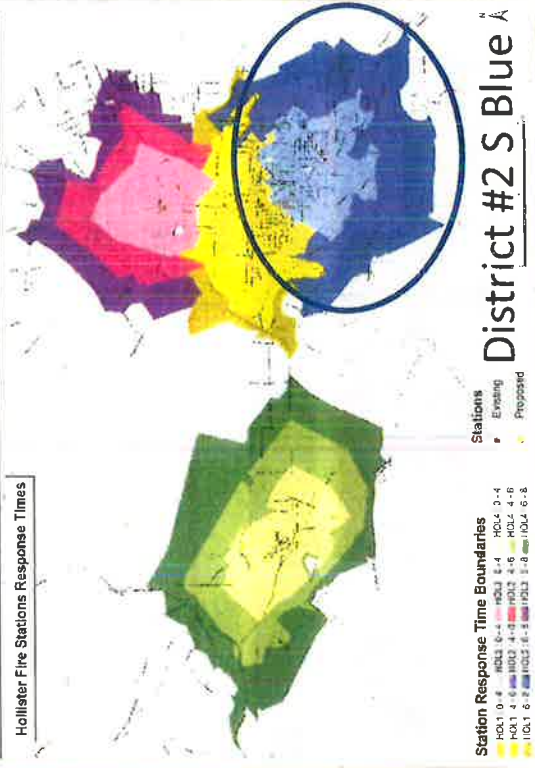
# District #2 south

Est. 1875

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	29	1.91%
Overpressure rupture, explosion, overhear - no fire	2	0.13%
Rescue & Emergency Medical Service	988	65.04%
Hazardous Condition (No Fire)	30	1.98%
Service Call	133	8.76%
Good Intent Call	250	16.46%
False Alarm & False Call	85	5.6%
Special Incident Type	2	0.13%
<b>TOTAL</b>	<b>1519</b>	<b>100%</b>



Hollister Fire Stations Response Times

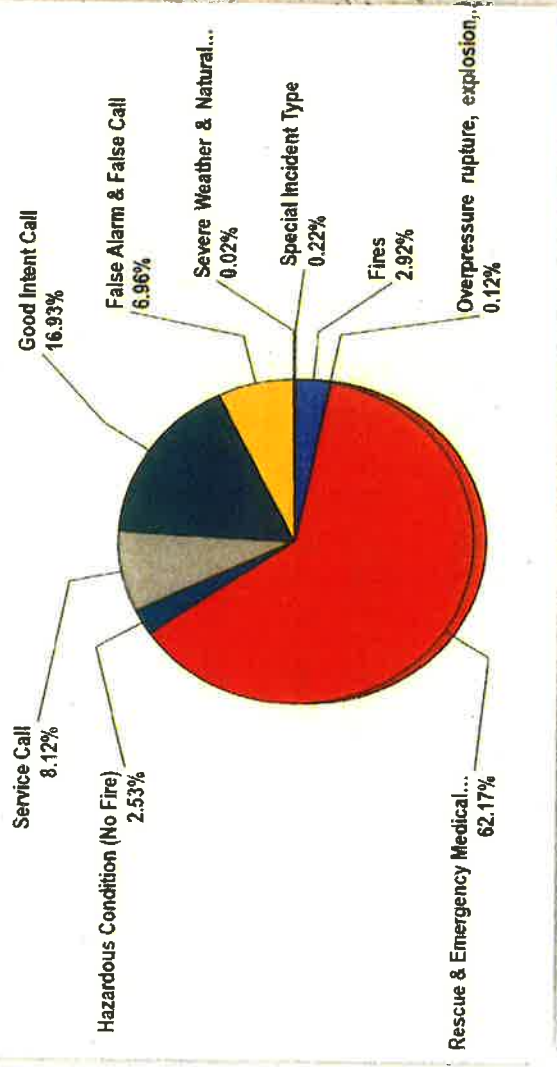




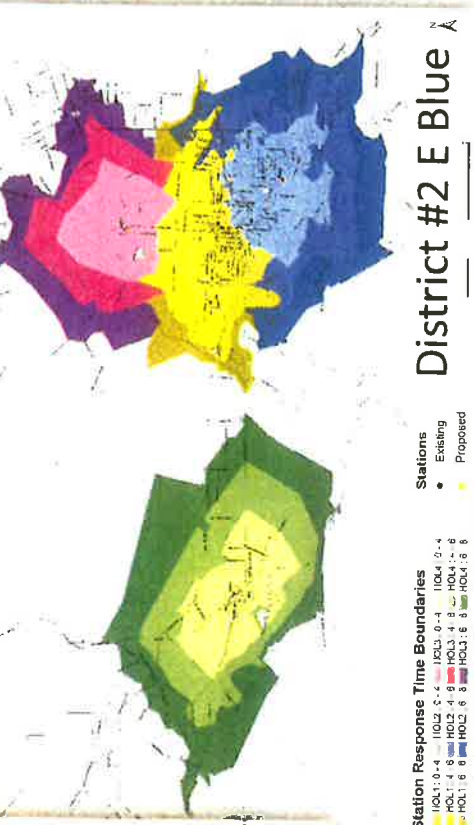
# District #2 east

Est. 1875

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	10%
Rescue & Emergency Medical Service	9	45%
Hazardous Condition (No Fire)	1	5%
Good Intent Call	7	35%
False Alarm & False Call	1	5%
<b>TOTAL</b>	<b>20</b>	<b>100%</b>



Hollister Fire Stations Response Times



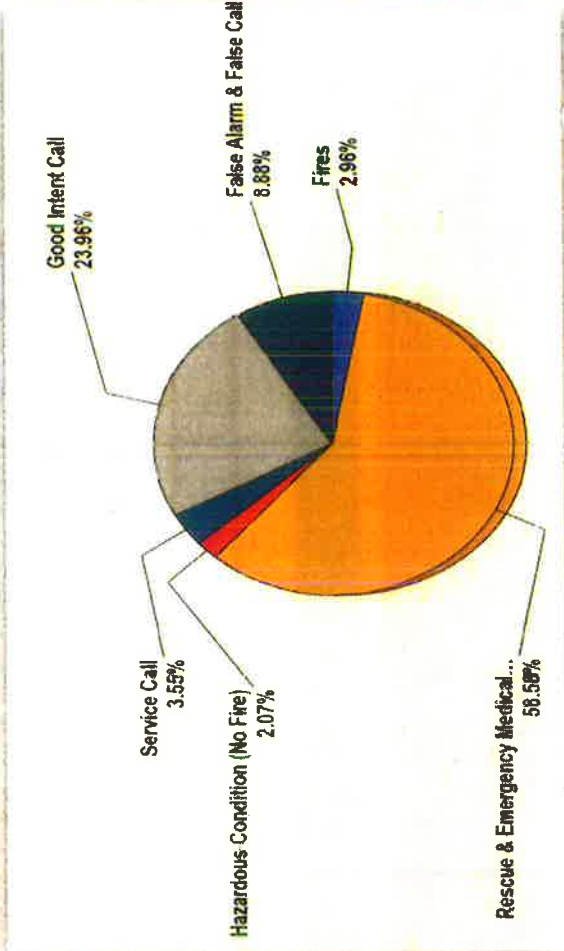
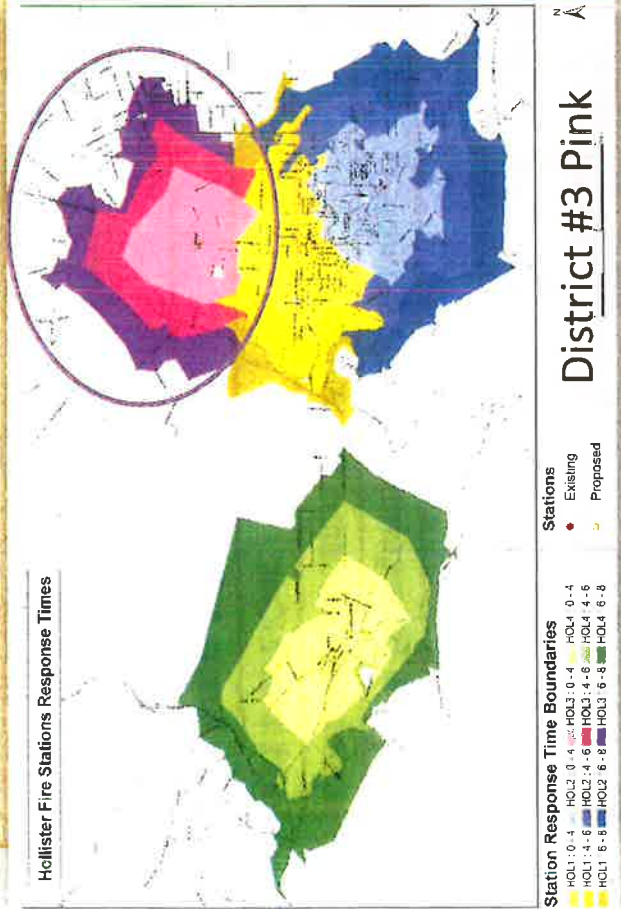




# District #3

Est. 1875

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	2.96%
Rescue & Emergency Medical Service	198	58.58%
Hazardous Condition (No Fire)	7	2.07%
Service Call	12	3.55%
Good Intent Call	81	23.96%
False Alarm & False Call	30	8.88%
<b>TOTAL</b>	<b>338</b>	<b>100%</b>

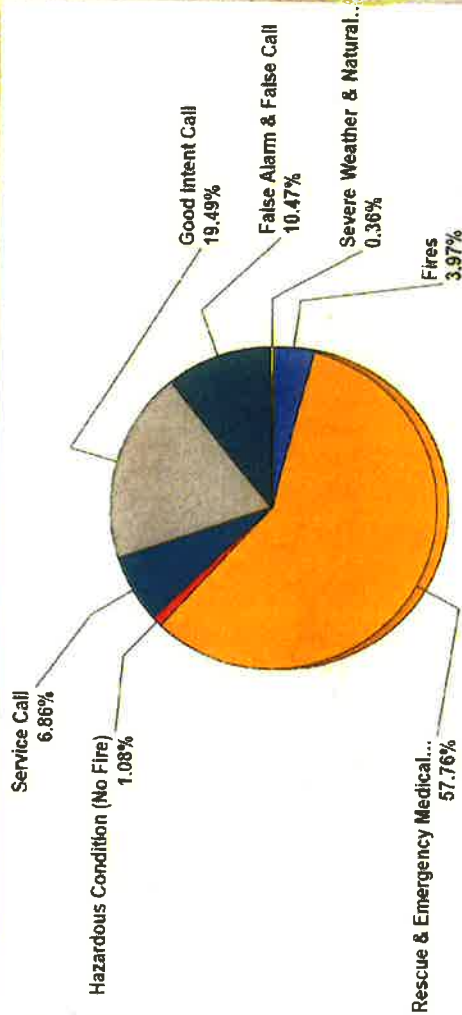




# District #4

Est. 1875

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	3.97%
Rescue & Emergency Medical Service	160	57.76%
Hazardous Condition (No Fire)	3	1.08%
Service Call	19	6.86%
Good Intent Call	54	19.49%
False Alarm & False Call	29	10.47%
Severe Weather & Natural Disaster	1	0.36%
<b>TOTAL</b>	<b>277</b>	<b>100%</b>



Hollister Fire Stations Response Times



Station Response Time Boundaries

Stations

- Existing
- Proposed

Station Response Time Boundaries

- HOLL 0-1
- HOLL 0-2
- HOLL 0-3
- HOLL 0-4
- HOLL 0-5
- HOLL 0-6
- HOLL 0-7
- HOLL 0-8
- HOLL 0-9
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- HOLL 9-9

## District #4 Green





# All Districts

Est. 1875

**64,209**

**TOTAL POPULATION**



**436**

**FACILITIES THAT REQUIRE  
FIRE AND LIFE SAFETY INSPECTIONS SB-1205**



**1,400**

**SQUARE AREA MILES**



**4,039**

**TOTAL INCIDENTS**



**2,511**

**RESCUE & EMERGENCY  
MEDICAL SERVICES INCIDENTS**





# Accomplishments

Est. 1875

Outreach: CPR/First aid training, Safe Kids coalition

Fleet Management :

County Type 1 ETA August 2022

Type 6 ETA June 2022

4x4 Water Tender **Delayed by COVID**

Type 3 Apparatus **Delayed by COVID**

1.5 Million Budget approved for ladder truck

OES Type 6 in-service

Office of Traffic safety Grant 3 sets of Electric Rescue tools to serve outlying stations

Software upgrades for paper less apparatus checks, and inventory system accessible by all Firefighters by phone app



*Battalion Chief Rodney Dover*



Strike team deployments:  
Dixie Fire 5 Deployments,  
increment Weather pre-positioning



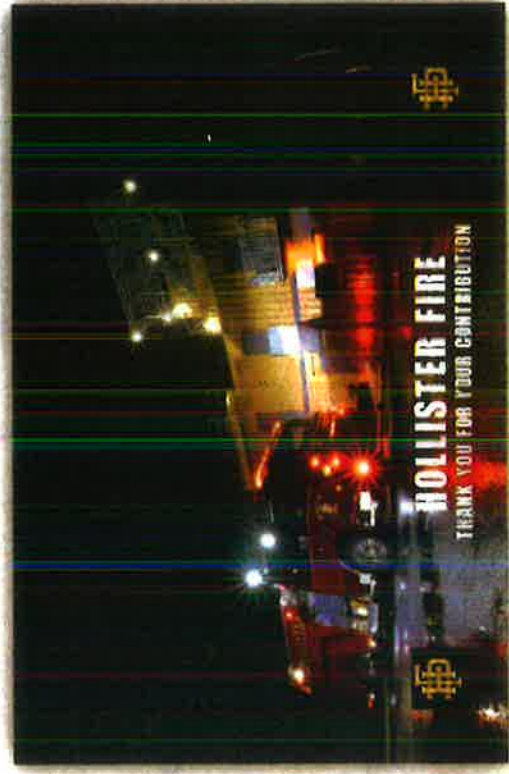


# Training

Est. 1875



*Battalion Chief Phil Rossi*



Fire Operations			69
EMS			30
Technical Operations			39
Department Operations			22
Administrative Mandated Training			11
Driver Operator			23
HAZMAT			21
Prevention			32

**Annual Hours 214**



# Fire Prevention

Est. 1875



*Battalion Chief Carlos Bedolla*

The Fire Prevention Bureau conducts over 1,700 fire and life safety inspections a year. In addition through State Senate Bill 1205 mandate, we will conduct fire and life safety inspections on all designated structures annually. Inspections are conducted throughout the entire San Benito County.



*Alesia Corpus*

Multi-Jurisdictional Arson Task Force: continuous training Hollister Fire, Hollister Police, San Benito Sheriff staff



FY 20/21 Inspections				
	COH	SJB	SBCo	TOTAL
*Hotel/Motels	6	2	2	10
*Apartments	344	19	0	363
*Schools	19	3	11	33
*Jails	0	0	0	0
*Total State Mandated	374	27	9	406
**Other Inspections	811	77	459	1347
***Overall Total	1185	104	468	1757

7/1/2021-12/31/2021				
COH	SJB	SBCo	TOTAL	
6	2	2	10	
374	19	0	393	
17	3	12	32	
1	0	2	3	
398	24	16	438	
570	10	105	685	
968	34	121	1123	

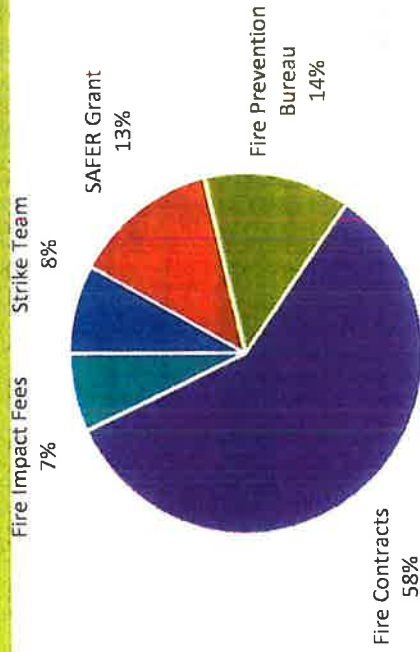




# HFD 2021 Funding Sources

Est. 1875

## FIRE DEPARTMENT REVENUE - FISCAL YEAR 2020 - 2021



### Outside Funding Sources

The HFD works diligently to research, apply and obtain grants as an effort to relieve the burden of cost to the City of Hollister. Over 1/3 of the HFD budget is generated from outside funding sources.

■ Strike Team	■ Fire Prevention Bureau	■ Fire Contracts	■ Fire Impact Fees
■ Fire Contract	■ Fire Impact Fees – AB1600	■ FEMA Safer Grant	■ Strike Team
■ Fire Prevention Cost Recovery	■ Total		

	<b>\$2,260,852.00</b>
	<b>\$272,577.00</b>
	<b>\$514,195.00</b>
	<b>\$308,783.00</b>
	<b>\$520,282.00</b>
	<b>\$3,876,689.00</b>



# Hollister Fire Department

Est. 1875



*Fire Chief Bob Martin Del Campo*



*Delia Roman*

The Hollister Fire Department provides a multi-jurisdiction shared service agreement with the Cities of Hollister, San Juan Bautista and the County of San Benito. Resulting in one Fire Administration managing three fire service areas.

This jurisdictional partnership capitalizes on a shared services model where the fire authority delivers an essential service efficiently and effectively throughout the community. This partnership is designed to eliminate a duplication of services, redundancy of mandated requirements, and establish a single line of effort, while consolidating several funding sources into a single budget.





# Summary

Est. 1875



*Battalion Chief Kenny Melin*

The Fire Department functions through four divisions and one bureau; Operations, Planning, Logistics, Administration, and the Fire Prevention Bureau. Our department responsibility has increased in geography, population, assignment, jurisdictional accountability and calls for service. Each division provides an essential component for the delivery of service.

**Operations**

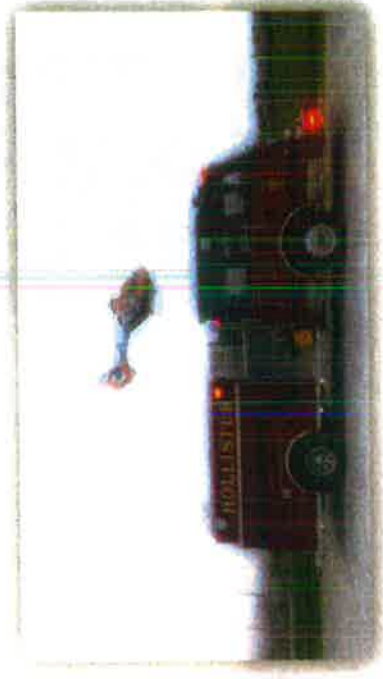
**Training**

**Planning**

**Logistics**

**Administration**

**Fire Prevention Bureau**



**RESOLUTION NO. 2021-15**

**A RESOLUTION OF THE CITY OF SAN JUAN BAUTISTA ADOPTING ITS STRATEGIC PLAN FOR FISCAL YEAR 2021/22**

**WHEREAS**, a strategic plan is a vital tool for cities to ensure that the priorities set by the City Council are conveyed in the organization's goals, that strategies are clearly developed to meet the goals, and that overall city government is accountable to meeting community needs; and

**WHEREAS**, the approved Strategic Plan marks the first step towards the new City budget, and helps staff to recommend funding to achieve the City's vision and implement its strategies for the new fiscal year; and

**WHEREAS**, on February 15, 2020, the City Council held a special Town Hall meeting to discuss its new Strategic Plan; and

**WHEREAS**; the Town Hall meeting was well attended and facilitated by a retired City Manager, who first interviewed each Councilmember before the meeting began; and

**WHEREAS**, following this Town Hall meeting, in less than a month, the City found itself in an unpredictable state of emergency, that continues to this day, and has tested the City to its core; and

**WHEREAS**, of the five priorities listed, its first priority, "*Create, promote, and nurture partnerships within our community,*" grew to an even higher and important priority as public and private resources were tapped beyond capacity in unexpected ways to weather the unpredictable pandemic's impact causing a storm of economic and health uncertainty; and

**WHEREAS**, with the exception of fixing its water and waste water infrastructure, many of the other priorities had to be pushed to the back seat while the City, County and State worked together to save lives; and

**WHEREAS**, at the Special Meeting held Tuesday February 23, 2021, the City Council revisited these priorities with a focus on expanding its efforts as they relate to maintaining the City's small-town charm and preserving its history and culture, and identifying and closing the gaps in services that promote, preserve and maintain the quality of life; and

**WHEREAS**, the City Manager returned to the City Council at the first meeting in March to reconfirm the Strategic Plan for the new fiscal year, and enhance and amend it based on feedback received on February 23, March 16, and at a special meeting held March 23<sup>rd</sup>, 2021, where a final draft Strategic Plan was completed.

**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 Strategic Plan attached hereto reflects an accurate update of the City's vision and priorities for the new fiscal year, and adopts this plan as its guide for Fiscal Year 2021/22.
3. The City Manager is authorized to draft a new budget that reflects and funds the initiatives referenced in the new Strategic Plan.

**PASSED AND ADOPTED** by the City Council of the City of San Juan Bautista at a special meeting held on the 23<sup>rd</sup> day of March 2021, by the following vote:

**AYES:** Jordan, Freeman, Freels, Flores, Edge


**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

  
Leslie Q. Jordan, Mayor

**ATTEST:**

  
Trish Paetz, Deputy City Clerk



# STRATEGIC PLAN \_\_\_\_\_, 2022

- 1) Create, promote, and nurture partnerships within our community
  - a. Arts and Culture
  - b. Community based Non-Profits
  - c. Governmental and Public Safety
  - d. State Park
  - e. Archdiocese (Mission)
  - f. Housing partners
  - g. Economic Development partners (City Economic Development Citizen Advisory Committee, San Benito County EDC Comprehensive Economic Development Strategy)
  - h. Local, Regional and State transportation partners
  - i. Business
  - j. Schools, Community Colleges, and Universities
  - k. Agriculture
- 2) Preserve, protect, promote our community assets and economic vitality while maintaining historical and cultural charm.
  - a. Continue to expand Community Development Services
  - b. Initiate the General Plan Amendment to include a new Sphere of Influence.
  - c. Focus on the City's advanced planning and preserve its historic assets and small-town charm; maintain the City's CLG status
  - d. Create a Housing and Economic Development Division within Community Development Department
  - e. Further develop the recommendations from the City's Economic Development Advisory Committee
  - f. Begin the Third Street Master Plan
  - g. Adopt the City's Climate Action Plan
- 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
  - c. Continue to fund the priorities in the Pavement Management Plan
  - d. Reduce Greenhouse Gasses, develop sustainable independent Power grids
  - e. Stormwater, inflow and infiltration
  - f. Update and modernize City Facilities
  - g. Open Space and Active Transportation Plan
- 4) Promote public amenities:
  - a. Parks- complete Verrutti Park and Franklin Park, Implement the Luck Park Master Plan, begin the master plan for Washington Street Park

- b. Fund and build Trail system
- c. Expand Recreational opportunities through partnerships (schools)
- d. Consider special events to highlight the heritage of Cultural Arts and Activities in the City (El Teatro Campesino and Credo Studios)
- e. Establish a Parks, Recreation and Library Sub-Committee
- f. Consider staffing recreation programs, youth commission and new recreation/libraries committee

5) Quality of Life

- a. Enforce ordinances maintaining quality of life, promoting health and safety for the community.
- b. Implement recommendations from the Public Safety Sub Committee to include security cameras, contract staffing alignment, code enforcement and private security.
- c. Participate in the County Emergency Preparedness efforts, and work with the County and City of Hollister to make certain the latest Hazard Mitigation Plans include the City and work for the region.
- d. Build resiliency into the City's quality of life by building closer communications, closer relationships, by listening to our neighbors and friends.
- e. Nurture diversity, identify and remove inequities, and celebrate the strength that comes from a strong and diverse community.