

## MINUTES

### SPECIAL CITY COUNCIL MEETING MONDAY, MARCH 30, 2020

**CALL TO ORDER** A Special Meeting of the Grover Beach City Council was called to order on Monday, March 30, 2020 at 4:00 p.m. by Mayor Lee, with all Council Members teleconferencing.

#### **ROLL CALL**

City Council: Council Members Desi Lance, Barbara Nicolls, Mariam Shah, Mayor Pro Tem Karen Bright, and Mayor Jeff Lee were present.

City Staff: City Manager Matthew Bronson, City Attorney David Hale, City Clerk Wendi Sims, Police Chief John Peters, Administrative Services Director Deanne Purcell, Community Development Director Bruce Buckingham, Public Works Director/City Engineer Greg Ray, and Management Analyst-Human Resources Karla Mattock were also present.

Also present was Fire Chief Steve Lieberman, Five Cities Fire Authority

#### **PUBLIC COMMUNICATIONS**

The Mayor opened the floor to any member of the public for comment on any items listed on the agenda for anyone calling into the meeting on the teleconference line (805) 321-6639.

No one responded and the Mayor closed the Public Communications segment for this portion of the meeting

#### **BUSINESS**

##### **1. Overview of City's COVID-19 Response**

Mayor Lee read the title to the foregoing item and deferred to staff for a report.

City Manager Bronson gave an overview of what the city is doing in response to COVID-19. City Hall is closed to the public, but all services are open either by email, or phone, or by mail. Staff in the Public Works Department, along with Police and Fire Departments are still out in the community wearing the necessary Personal Protective Equipment to keep them safe.

Council made comments of appreciation to staff and the community for responding so well and quickly to the COVID-19 situation.

At this time Mayor Lee asked if there was anyone on the teleconference line that wanted to make any public comments. There was no one and the Mayor closed public comment on this item.

**Action:** Council received an update on the City's response to the COVID-19 pandemic and provided input to staff.

**2. Urgency Ordinance Affirming Actions of the County of San Luis Obispo Related to the COVID-19 Pandemic –**

Mayor Lee read the title to the foregoing item and deferred to staff for a report.

City Attorney Hale gave a brief report on the need for the urgency ordinance affirming the actions of the County of San Luis Obispo related to COVID-19. Most recently Executive Order N-37-20 which sets limitations upon which landlords are restricted from evicting tenants for nonpayment during the Shelter in Place order. Approving and adoption of the urgency ordinance will affirm the enforceability of the County's orders and regulations within the city.

Council had a few questions which were answered by City Attorney Hale and Mayor Lee requested that we add local agencies to part 5 of the ordinance since it states just State, Federal and County.

At this time Mayor Lee asked if there was anyone on the teleconference line that wanted to make any public comments. There was no one and the Mayor closed public comment on this item.

**Action:** It was motioned by Mayor Pro Tem Bright and Seconded by Council Member Nicolls to adopt the Urgency Ordinance No. 20-02 affirming actions of the County of San Luis Obispo and their enforceability within the City of Grover Beach with the additional verbiage of local agencies being added to Part 5. The motion carried on the following roll call vote:

AYES:	Council Members – Lance, Nicolls, Shah, Mayor Pro Tem Bright and Mayor Lee
NOES:	Council Members – None
ABSENT:	Council Members – None
ABSTAIN:	Council Members – None

**ORDINANCE NO. 20-02: An Ordinance of the City Council of the City of Grover Beach Expressly Affirming Actions of the County of San Luis Obispo Related to the COVID-19 Pandemic as Applicable and Enforceable Within City Jurisdiction and Making Determinations Regarding the Proclaimed Local Emergency.**

**3. Waiver of Late Penalties and Interest for Transient Occupancy Tax Payments and Water and Sewer User Fees –**

Mayor Lee read the title to the foregoing item and deferred to staff for a report.

City Manager Bronson gave a brief explanation and then turned the report over to Administrative Services Director Purcell who gave a brief report on the decreased economic activity within the city particularly with regards to travel and tourism due to the global pandemic and the shelter in place orders from the County. The adoption of this urgency ordinance would waive late penalties and interest for Transient Occupancy Tax (TOT) payments made for February through April 2020 until August 31, 2020 and would waive late payment penalties for all utility customers for billings sent February through April 2020 until August 31, 2020. This would also include suspending shut offs for non-payment. The staff does stress it is not proposing waiving or deferring TOT payments themselves, just the action to waive interest and penalties through August 31, 2020.

Council had a few questions which were answered by City Manager Bronson and Administrative Service Director Purcell.

At this time Mayor Lee asked if there was anyone on the teleconference line that wanted to make any public comments. There was no one and the Mayor closed public comment on this item.

Council continued deliberation on the item inquiring if this Ordinance could be amended should the shelter at home continue into June or July. Which staff indicated they could bring an amended ordinance back to the Council at that time. Upon consensus of the Council they agreed they would like to extend the relief date from April to May.

**Action:** It was motioned by Council Member Lance and Seconded by Council Member Shah to adopt Urgency Ordinance No. 20-03 authorizing the Administrative Services Director to 1) waive late penalties and interest for remittance of Transient Occupancy Tax revenues received for February through May 2020 until August 31, 2020 and 2) suspend service disconnections for non-payment of fees and waive late penalties and interest for water and sewer utility customers for February, March, April, and May 2020 billings until August 31, 2020. The motion carried on the following roll call vote:

AYES:	Council Members – Lance, Nicolls, Shah, Mayor Pro Tem Bright and Mayor Lee
NOES:	Council Members – None
ABSENT:	Council Members – None
ABSTAIN:	Council Members – None

**Ordinance No. 20-03: An Urgency Ordinance of the City Council of the City of Grover Beach, California Authorizing the Administrative Services Director to Waive any Penalties and Interest for Late Payments of Transient Occupancy Tax Payments Received for**

**February, March, April and May, 2020 until August 31, 2020; Further Authorize Waiver of Interest and Penalties on Failure to Pay Sewer and Water User Fees.**

**4. City of Grover Beach Emergency and Disaster Purchasing Policy–**

Mayor Lee read the title to the foregoing item and deferred to staff for a report.

Administrative Services Director Purcell gave a brief report on the purpose for the policy to reduce the normal requirements for procuring goods where there is an immediate threat to health, safety or improve property to do what is necessary to save lives and prevent further damage to property.

Council had a few questions which were answered by City Manager Bronson and Administrative Service Director Purcell.

At this time Mayor Lee asked if there was anyone on the teleconference line that wanted to make any public comments. There was no one and the Mayor closed public comment on this item.

Council continued deliberation on the item asking if there was coding in place to track the emergency purchasing, which staff stated yes there was.

**Action:** It was motioned by Council Member Nicolls and Seconded by Mayor Pro Tem Bright to adopt Resolution No. 20-08 creating a City of Grover Beach Emergency and Disaster Purchasing Policy. The motion carried on the following roll call vote:

AYES:	Council Members – Lance, Nicolls, Shah, Mayor Pro Tem Bright and Mayor Lee
NOES:	Council Members – None
ABSENT:	Council Members – None
ABSTAIN:	Council Members – None

**Resolution No. 20-08: A Resolution of the City Council of the City of Grover Beach, California, Establishing the City of Grover Beach’s Emergency and Disaster Purchasing Policy.**

**COUNCIL COMMUNICATIONS**

Council Member Nicolls made comment that she has been walking the boardwalk early in the morning and sees the same group of people and they are doing their best to maintain the 6-foot social distancing.

Council Member Shah commended staff, law enforcement and fire fighters for the great job they are doing.

Mayor Pro Tem Bright mentioned a letter that council had received from Brad Gibford regarding

a homeless encampment near Nacimiento. City Manager Bronson inform council that staff was aware of the situation and will be sending Mr. Gibford a response back.

Mayor Lee stated that hopefully when things get back to normal that we might be able to try and introduce the "Blue Bag Project" in that area. He also mentioned the safe parking locations that the County has put in place to provide homeless individuals and families a safe place to park and sleep overnight. These are for individuals not showing symptoms of the corona virus. The County is trying to obtain hotel rooms for those homeless that are showing symptoms.

### **CITY MANAGERS COMMENTS**

City Manager Bronson commented that Atascadero and the City of San Luis Obispo will have pilot hotels just for those showing symptoms and testing positive.

### **ADJOURNMENT**

There being no further business to come before the City Council, Mayor Lee adjourned the special meeting at 5:16 p.m.

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JEFF LEE, MAYOR

Attest:

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WENDI SIMS, CITY CLERK  
(Approved at CC Mtg \_\_\_\_\_)

**MINUTES  
CITY COUNCIL MEETING  
MONDAY, APRIL 6, 2020**

**CALL TO ORDER** A Meeting of the Grover Beach City Council was called to order on Monday, April 6, 2020 at 6:00 p.m. by Mayor Lee, with all Council Members teleconferencing.

**MOMENT OF SILENCE**

**FLAG SALUTE** The flag salute was led by Bebe Shah.

**ROLL CALL**

City Council: Council Members Barbara Nicolls, Desi Lance, Mariam Shah, Mayor Pro Tem Karen Bright, and Mayor Jeff Lee were all present via teleconference.

City Staff: City Manager Matthew Bronson, City Attorney David Hale, City Clerk Wendi Sims, Police Chief John Peters, Public Works Director Greg Ray, Fire Chief Steve Lieberman, Five Cities Fire Authority and Deputy City Clerk Nicole Retana were also present via teleconference.

**CLOSED SESSION ANNOUNCEMENTS**

None.

**AGENDA REVIEW**

**Action:** Upon unanimous consensus, the Council adopted the agenda as presented.

**CEREMONIAL CALENDAR**

1. **Proclamation of Month of the Child** was read by Council Member Shah and presented to Raechell Bowlay from CAPSLO.
2. **Proclamation for Arbor Day** was read by Council Member Lance and presented to City Manager Bronson.

**PUBLIC COMMUNICATIONS** The Mayor opened the floor to any member of the public for comment on items of interest which were within the jurisdiction of the City Council. No public comments were received at this time and the Mayor closed public comment.

**CONSENT AGENDA**

It was moved by Mayor Pro Tem Bright and seconded by Council Member Shah to approve Consent Agenda Item No. 3 as recommended. The motion carried on the following roll call vote:

AYES:	Council Members – Lance, Nicolls, Shah, Mayor Pro Tem Bright and Mayor Lee
NOES:	Council Members – None
ABSENT:	Council Members – None
ABSTAIN:	Council Members – None

3. **Minutes of the City Council Meeting on Monday, March 16, 2020, the Special Meeting on Monday, March 16, 2020 and the Special Workshop on Tuesday, March 10, 2020**  
**Action:** Approved the minutes as submitted.

#### **PUBLIC HEARING**

4. **Approval and Submission of Final Urban Water Management Plan**

Mayor Lee read the title to the foregoing item and deferred to staff for a report.

City Manager Bronson introduced the item and referred presentation to Public Works Director/City Engineer Ray who explained that the California Urban Water Management Plan Act required every public water supplier that provide water for municipal purposes to prepare and adopt an Urban Water Management Plan and to update its plan every five years.

Council Member Lance questioned when is the earliest that the plan can be submitted and Public Works Director/City Engineer Ray responding that the earliest to submit the plan is mid to late summer. The 2020 plan will come out in June.

Mayor Lee invited public comment on this matter. No public comments were received at this time and the Mayor closed public comment.

**Action:** It was moved by Council Member Nicolls and seconded by Mayor Pro Tem Bright to conduct a public hearing on the final Urban Water Management Plan from the 2015 cycle and adopt Resolution No. 20-09 approving the plan and submitting it to the California Department of Water Resources as required. The motion carried on the following roll call vote:

AYES:	Council Members – Lance, Nicolls, Shah, Mayor Pro Tem Bright and Mayor Lee
NOES:	Council Members – None
ABSENT:	Council Members – None
ABSTAIN:	Council Members – None

**Resolution No. 20-09: A Resolution of the City Council of the City of Grover Beach, California, Approving the 2015 Urban Water Management Plan and Authorizing Its Submittal to the Department of Water Resources**

#### **REGULAR BUSINESS**

5. **Update on City's COVID-19 Response**

Mayor Lee read the title to the foregoing item and deferred to staff for a report.

City Manager Bronson gave a brief update on the County and City response on COVID-19 pandemic.

Council inquired to staff on when people should be wearing the protective masks, which was clarified by Fire Chief Lieberman. They also asked about the County's order to test individual showing minor symptoms, which Fire Chief Lieberman confirmed. Police Chief Peters commented that anyone that does have mild symptoms should get tested and by opening up the test it will hopefully give the County a more realistic number of positive cases.

City Manager Bronson commented that the City staff team is very diligent during this crisis. We are working Calm, Confident and Compassionately.

All Council Members commended staff for their work during this time, and appreciate the community for their efforts of sheltering at home at this time.

Mayor Lee invited public comment on this matter. No public comments were received at this time and the Mayor closed public comment.

**Action:** Council received the update on the City's response to the COVID-19 pandemic and provide input to staff.

**PUBLIC COMMUNICATION:**

Mayor Lee invited public comment on this matter. No public comments were received at this time and the Mayor closed public comment.

**COUNCIL COMMITTEE REPORTS**

Council Member Lance spoke about the South County Chambers of Commerce – Grover Beach Steering Committee on what the City is doing while the Shelter in Home Order in place. At the SCCC Government Affairs meeting Assembly Member Cunningham mentioned what is happening at the State level. She made comment that the South County Chambers of Commerce is doing as much as they can to support our local business community. She also mentioned her Visit SLO CAL Meeting where they received an update on the strategic plan for the next 3 years and there are no significant changes at this time, but they discussed how to be more resilient when things like this happen.

Council Member Nicolls has no meetings to report.

Council Member Shah Homeless Services Oversight Council (HSOC) they approved County Administrator Wade Horton to be the one to distribute funds to South County, we will probably be receiving about \$500,000 to come here to help homeless to deal with COVID-19 – isolation capacity (hotels), street outreach, supplies & equipment, transportation to find shelter and medical care, and staffing.



Mayor Pro Tem Bright reported on the Zone 3 Advisory Committee which they approved the budget via email. For Integrated Waste Management Authority (IWMA) they had a meeting on the plastic bag ordinance which will stay in place, but will not be enforced for up to one year. For the SLO Regional Transit Authority (SLORTA) they passed an emergency ordinance so that reimbursements can be requested due to COVID-19. At SLO Council of Governments (SLOCOG) the financial package that was passed, there are still some numbers not set, but that the Cycle 3 "Safe Route to School" funding is still available.

Mayor Lee attended the Monterey Bay Community Power Policy Board (MBCPPB) and they have plans to expand the organization due to 11 new cities and counties coming onboard. He also had a Five Cities Fire Authority (FCFA) meeting and that the recount of the Measure A in Oceano and failed by 10 votes and they will be having discussions on what will be happening next.

### **League of California Cities**

Council Member Shah – Channel Counties Division meeting they have been getting a lot of updates daily, which is a lot of the same information that we are getting from the County.

City Manager Bronson had a virtual meeting of Governance, Transparency & Labor Relations Policy Committee, a lot of the members were not available to be on the call. They received a summary of COVID-19 information as there is not a lot of new information from the Legislation due to them not being in session.

### **COUNCIL COMMUNICATIONS**

- A. Council Member Nicolls commented that South County Transit personnel are equipped with safety equipment and having patrons board from the rear of the bus as to not to get near the driver. She also informed Council that her neighborhood is thinking of putting out signs about being safe and we will get through this. Getting together as a community instead of as a gathering to show our community spirit and give people hope.
- B. Mayor Pro Tem Bright made a comment that South County Transit is also not collecting fares at this time.
- C. Council Member Lance mentioned "Take out Tuesday" to help support the local restaurants and the emails that the council received a number regarding a Resolution regarding the Rent/Eviction – moratorium being sent to the Governor.
- D. Mayor Pro Tem Bright stated that she received a comment from an individual regarding placing speeding signs on the Pike near Oak Park Boulevard and 13<sup>th</sup> Street, that people are speeding. The Mayor requested that Public Works Director/City Engineer Ray take a look at the situation on the Pike.
- E. Mayor Lee informed the Council of information received from Tim Mahoney of SoCal Gas has put in place regarding their version of the CARES program for their customers. He also received emails from an individual regarding putting artwork on the beach, "Gobi the

Plastic Eating Fish” that would be used as a place that people could put their recyclable bottles and cans.

### **CITY MANAGER'S REPORTS AND COMMENTS**

City Manager Bronson mentioned our #GB SpringSpirit on social media and the website to have people send in pictures of them enjoying the Spring season and Easter. We are also thinking of incorporating window and yard signs, such as, “#GroverStrong” and “#GroverTogether”. We will also be sending out a citywide postcard to reach those in the community that aren't on social media.

City Manager Bronson gave an update on some of the Public Work projects and that we are advancing on the street and water line replacement programs along Trouville. We are also, moving forward with the design work on North 8<sup>th</sup> Street, South 9<sup>th</sup> Street & South 14<sup>th</sup> Street along with the final design for the South Oak Park Boulevard to be brought to council on April 20<sup>th</sup>. Lastly, he mentioned the landscaping at Mentone Basin park, the train station near the #GB60 sign as well as the city facility updates that are still in progress.

### **CITY ATTORNEY'S REPORTS AND COMMENTS**

City Attorney Hale has no comment.

### **CLOSED SESSION**

None

### **ADJOURNMENT**

There being no further business to come before the City Council, Mayor Lee adjourned the meeting at 7:20 p.m.

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JEFF LEE, MAYOR

Attest:

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WENDI SIMS, CITY CLERK  
(Approved at CC Mtg \_\_\_\_\_)