



**AGENDA FOR THE REGULAR MEETING
OF THE COASTAL ADVISORY COMMITTEE
FOR THE CITY OF SAN CLEMENTE, CALIFORNIA**

**City Council Chambers
San Clemente Civic Center
100 Avenida Presidio
San Clemente, California**

**January 10, 2019
6:30 p.m.**

MISSION STATEMENT

The Coastal Advisory Committee's mission is to preserve, enhance, and where necessary, restore the quality of the coastal water resources and ensure proper and efficient use of the beaches, surf zone and coastal area for the benefit of present and future generations. The Committee shall strive to raise public awareness in promoting a positive environmental stewardship for the greater good of the San Clemente area.

The Committee shall advise the City Council by making recommendations on policy, programs and regulations related to the city's coastal environment and resources. Additionally, the Committee shall work to raise public awareness and promote a shared environmental vision by facilitating partnerships between State and local departments, community groups and businesses. In carrying out its mission, the Committee shall promote forward looking solutions regarding coastal resource issues including, but not limited to, air and water quality, pollution prevention, beach and coastal zone preservation, stewardship, solid waste reduction/recycling and sustainability.

RULES FOR ADDRESSING THE COMMITTEE

Members of the audience who wish to address the Committee are requested to complete one of the forms located on the table near the entrance of the Ole Hanson Room and submit it to the Chairperson. For matters on the agenda, public comments will be received at the time that the Coastal Advisory Committee considers the agenda item.

Please note: written material distributed to the Coastal Advisory Committee, after the original agenda packet was distributed, is available for public inspection in the Environmental Programs office located at 380 Avenida Pico, Bldg. N, San Clemente, CA during normal business hours.

Members of the audience who wish to address the Committee on matters of public interest pertaining to the City may step to the podium, state their name and the City in which they reside, and make their presentation. Please limit presentations to three minutes. Since the Committee cannot discuss or take action on matters not on the agenda, items of concern which are not urgent in nature can be resolved more expeditiously by completing and submitting a written request to the Utilities Department, Environmental Programs Section.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the Environmental Programs Assistant at (949) 361-6143. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

4. APPROVAL OF MINUTES

A. December 13, 2018 Coastal Advisory Committee Meeting

5. PUBLIC INPUT

6. NEW BUSINESS

A. Environmental Sustainability Grant Proposals

A memo by Cynthia Mallett, Environmental Programs Supervisor, with information about the second cycle Environmental Sustainability Grant Program applications.

Staff Recommendation: Staff recommends that the Coastal Advisory Committee recommend to the City Manager the approval of four Environmental Sustainability Grants, appropriating funds to the organizations as stated in the memo.

B. Coastal Advisory Committee Annual Work Plan

A discussion amongst CAC members and staff on the development and implementation of an Annual Work Plan for the CAC.

Staff Recommendation: Information and discussion item

C. Beaches, Parks and Recreation CAC Liaison

A discussion amongst CAC members regarding the vacant BPR CAC liaison seat.

Staff Recommendation: Information and discussion item

7. COMMUNICATIONS

A. Bacteriological Monitoring Report – Date of Posted Report December 2018

Information item – Receive and File

B. December 2018 Environmental Programs Updates

Move December 2018 report to February 2019 agenda in order to have complete data.

8. REPORTS

A. CAC Members

B. City Staff

- a. February 9, 2019: Shredding Event; 8am – 12pm; City Maintenance Yard; up to ten file folder boxes
- b. Orange County Regional Sediment Management Plan update
- c. Zero Waste Webinar summary

9. ITEMS FROM STAFF

A. Potential Future Agenda Items

A memo by Cynthia Mallett, Environmental Programs Supervisor, on scheduling of potential future Coastal Advisory Committee agenda items.

10. ITEMS FROM COMMITTEE MEMBERS

11. ADJOURNMENT

Adjourn to the next regular meeting of the Coastal Advisory Committee.

The next Coastal Advisory Committee is scheduled for Thursday, February 14, 2019 at 6:30 P.M., in the City Council Chambers, at San Clemente Civic Center, 100 Avenida Presidio, San Clemente, California.

MINUTES
CITY OF SAN CLEMENTE
REGULAR COASTAL ADVISORY COMMITTEE MEETING
Thursday, December 13, 2018 @ 6:30 p.m.
City Council Chambers
100 Avenida Presidio, San Clemente, CA 92672

1. CALL TO ORDER

Chair Ambrose called the meeting to order at 6:34 p.m.

2. PLEDGE OF ALLEGIANCE

Committee Member Wu led the Pledge of Allegiance.

3. ROLL CALL

Present: Gary McCaughan, John McGuigan, Zhen Wu; Vice Chair Jorine Campopiano, Chair Susan Ambrose

Absent: Joseph Zidron

Staff Present: Cynthia Mallett, Environmental Programs Supervisor
Eileen White, Recording Secretary

4. APPROVAL OF MINUTES

A. Minutes of the Regular Coastal Advisory Committee (CAC) Meeting of October 11, 2018

IT WAS MOVED BY COMMITTEE MEMBER MCCAUGHAN, SECONDED BY COMMITTEE MEMBER WU, AND UNANIMOUSLY CARRIED to receive and file the minutes of the Regular CAC meeting of October 11, 2018, revised as follows:

Page 2, 9th paragraph, 2nd sentence, replace “consultatns” with “consultants”

Page 3, 9th paragraph, starting with “Chair Ambrose shared” replace with the following, “Chair Ambrose shared that the next City Council Forum is scheduled for Sunday, October 14, 2018, from 4:00 to 6:00 p.m. and it is likely Poche Beach will be discussed. The next Forum will be held on Wednesday, October 17, 2018, starting at 6:30 p.m. A topic of discussion will most likely be the redevelopment and upgrading of North Beach.

Page 2, 10th paragraph, 1st sentence, following “next meeting” insert, “at a different location”; following “potential” insert, “that may cause”

5. PUBLIC INPUT

None

6. NEW BUSINESS

A. Ordinances to Amend the San Clemente Municipal Code

i. Ordinance to Amend Chapter 8.28 Solid Waste Management of the San Clemente Municipal Code

A memo by Danna McIntosh, Environmental Services Coordinator, providing an overview of the proposed Ordinance to amend Municipal Code Chapter 8.28 Solid Waste Management, to comply with State Mandates AB 341 Mandatory Commercial Recycling, and AB 1826, Mandatory Organics Recycling.

Supervisor Mallett reviewed the staff report. In response to questions, she advised that permits for new businesses will be conditioned to require compliance with the new regulations; staff is currently researching how other Cities have adapted to the new standards; stated that the City and CR&R will be collaborating to provide assistance to businesses for proper disposal.

Comments/suggestions included:

- Request that Supervisor Mallett forward a list of non-compliant businesses to the Committee.
- Comment that the proposed revisions may necessitate other changes to the waste management system, including storage of bins, additional pick-ups, guidelines for trash enclosure sizes, etc.
- Potential difficulties associated with monitoring/enforcement of the new regulations with schools, businesses, multi-family complexes, etc.
- Comment that complementary recyclable materials such as organic plates, napkins and cutlery could potentially be included in the one trash bin with food waste to aid in diversion efforts.

IT WAS MOVED BY COMMITTEE MEMBER MCCAUGHAN, SECONDED BY VICE CHAIR CAMPOPIANO, AND UNANIMOUSLY CARRIED TO RECOMMEND THE CITY COUNCIL ADOPT AN ORDINANCE ENTITLED, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AMENDING MUNICIPAL CODE CHAPTER 8.28 SOLID WASTE MANAGEMENT TO REQUIRE APPLICABLE BUSINESSES TO COMPLY WITH

MANDATORY COMMERCIAL RECYCLING (AB-341) AND MANDATORY ORGANICS RECYCLING (AB-1826).”

- ii. Ordinance to Amend Chapter 12.16 Excavations and Obstructions, and Chapter 13.40 to specify that irrigation runoff is a prohibited discharge.

A memo by Cynthia Mallett, Environmental Programs Supervisor, providing an overview of the proposed Ordinance to amend Municipal Code Chapters 12.16 and Chapter 1.40 to specify that irrigation runoff is a prohibited discharge.

Supervisor Mallett reviewed the staff report.

IT WAS MOVED BY VICE CHAIR CAMPOPIANO, SECONDED BY COMMITTEE MEMBER MCGUIGAN, AND UNANIMOUSLY CARRIED TO RECOMMEND THE CITY COUNCIL ADOPT AN ORDINANCE ENTITLED, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, DELETING CHAPTER 12.16.080 CONTROL OF IRRIGATION AND STORMWATER AND AMENDING CHAPTER 13.40 STORMWATER RUNOFF CONTROL OF ‘THE CODE OF THE CITY OF SAN CLEMENTE, CALIFORNIA’ TO COMPLY WITH THE NPDES MS4 PERMIT TO PROHIBIT IRRIGATION RUNOFF.”

B. Coastal Advisory Committee Annual Work Plan

A discussion amongst CAC Members and staff on the development of an Annual Work Plan for the CAC.

Supervisor Mallett distributed a handout entitled, “Coastal Advisory Committee Goal and Objective Planning Worksheet,” and reviewed the “SMART” goal setting guidelines the Committee Members might want to follow to help them define goals for a work plan. She suggested the Committee Members use the handout of CAC actions previously distributed as well as staff reports from prior meetings in defining individual goals. She requested the Committee Members forward their individual goals to her. She will organize their input into a spreadsheet for a focused discussion at the next possible meeting.

Comments/suggestions included:

- General guidelines for the SMART worksheet include reviewing pertinent materials, defining objectives specific to the key issues/goals previously agreed upon.
- The CAC Mission Statement, Municipal Code, and other City-related documents are good guidelines for developing goals and objectives.
- Utilizing the SMART Worksheet will help the Committee Members to develop objectives for specific goals.

- Suggestion that all ideas be included without regard to potential cost.
- Discussion of lack of representative on the CAC from the Beaches, Parks, and Recreation Commission; potential actions, alternatives to explore.

Supervisor Mallett offered to provide information regarding regional funding mechanisms for sand replenishment, past staff reports, previous studies or documents, etc. on any CAC-affiliated topic when they become available. She can either email or provide hard copies, whichever is preferred. She encouraged the Committee Members to contact her with any questions they may have.

All completed worksheets/goal/objective setting materials should be forwarded to Supervisor Mallett by January 2, 2019.

7. COMMUNICATIONS

A. Bacterial Monitoring Reports October and November 2018

A summary of recent activities conducted by the City related to runoff/surface water quality and solid waste and recycling.

Discussion ensued regarding upcoming plans to hire a consultant to identify pollutant/monitor the pier for pollutant sources. Suggestion that Poche Beach be added to the study as well. Committee Members requested that the chosen consultant attend a CAC meeting for an information and discussion session.

Committee Members expressed confusion about the Orange County Health Agency's monitoring protocol when bacteria exceedances are noted at a specific site. It seems that the sampling of upstream and downstream locations of a site that exceeds is inconsistent with their monitoring protocol. CAC members also asked if the City could be more quickly notified when an exceedance occurs. Supervisor Mallett stated that she does not receive the data until two weeks after the sampling date and does not have the ability to obtain the data any sooner than that.

B. October and November 2018 Environmental Programs Updates

A summary of recent activities conducted by the City related to runoff-surface water quality and solid waste and recycling.

Referring to the Meetings and Staff Training during the last month, the Committee Members requested staff provide an update/summary of pertinent information to the CAC as warranted. Specific information requested at this time included items discussed at the 10/29/18 Legal/Regulatory Meeting and the 10/10 Zero Waste Webinar.

Agenda items 7A & B received and filed.

8. REPORTS

A. CAC Members

None

B. City Staff

- i. Eco-Ambassador Training Workshop held November 14, 2018 – Supervisor Mallett reported 3 people attended the meeting.
- ii. January 9, 2019; Anaerobic Digester Tour, 8:00 a.m. to 1:00 p.m. – It was requested that Supervisor Mallett forward the flyer advertising the Anaerobic Digester Tour to City Council to ensure they are informed of the Tour and know that they are welcome to attend.
- iii. February 10, 2019, Shredding Event, 8:00 a.m. to 12:00 p.m., City Maintenance Yard, up to 10 file folder boxes – Supervisor Mallett announced that a maximum of ten file folder boxes has been introduced to discourage businesses from filling up the space available for residents' use.

9. ITEMS FROM STAFF

A. Potential Future Agenda Items

Supervisor Mallett reviewed the status of Potential Future Agenda Items and requested the Committee Members provide input.

Committee Members added “Beaches, Parks, and Recreation Representative on CAC” to their January Meeting, “Annual Work Plan” to their February Meeting (January if any existing January items are removed), and “Contractor for DNA Study Presentation” to their March Meeting. Upcoming items for discussion at future meetings include “Update on Federal Sand Replenishment Program”, ‘SCOOP’ Program Speaker”, “Orange County Coastal Sediment Plan update,” and “Zero Waste Plans Implemented Elsewhere”.

10. ITEMS FROM COMMITTEE MEMBERS

Vice Chair Campopiano referred to a recent article about microplastic particles found in the deepest part of the ocean. She will forward the article to Supervisor Mallett for distribution to the CAC.

Committee Member McGuigan will forward an article about the impacts of California King Tides and dates of upcoming events to Supervisor Mallett for distribution; invited all to attend upcoming events at the Ocean Institute regarding the California King Tides Project.

11. ADJOURNMENT

IT WAS MOVED BY COMMITTEE MEMBER MCGUIGAN, SECONDED BY COMMITTEE MEMBER WU AND UNANIMOUSLY CARRIED to adjourn the meeting at 9:04 p.m. to next CAC meeting to be held on January 10, 2019, at 6:30 p.m. in the City Council Chambers, San Clemente Civic Center, 100 Avenida Presidio, San Clemente, CA.

Respectfully submitted,

Susan Ambrose, Chair

Attest:

Cynthia Mallett, Environmental Programs Supervisor



Memorandum Utilities Department

6.A.

January 7, 2019

To: Coastal Advisory Committee
From: Cynthia Mallett, Environmental Programs Supervisor
Subject: Environmental Sustainability Grant Applications
Copies: Dave Rebensdorf, Utilities Director

The purpose of the City of San Clemente's Environmental Sustainability Grant Policy and Procedure is to provide funding resources semiannually for environmental programs or projects that directly benefit the City's residents. The policy allows for non-profit organizations and San Clemente public schools to request funding for new programs and/or for well-established programs or services if a clear benefit is provided to the San Clemente community. This memo provides an overview of the Fiscal Year 2018-19 first cycle applications received and recommendations from the Environmental Grant Committee (EGC). The EGC is comprised of staff from the Water Conservation, Solid Waste and Recycling, and Clean Ocean Programs

City Council approved a total of \$12,000 to be available for Environmental Sustainability Grants spanning two application cycles during Fiscal Year 2018-19. The funding amounts are budgeted in three City program accounts: Clean Ocean Fund (\$6,000), Water Conservation Fund (\$4,000) and Solid Waste and Recycling Fund (\$2,000).

During the first cycle, the City Manager approved the funding of three projects totaling \$5,000 leaving \$7,000 available for this second round of funding in Fiscal Year 2018-19. Four applications were received during this second round of solicitation requesting a total of \$8,000 which exceeds the \$7,000 available. The EGC reviewed each application and determined that all applications meet the grant policy. The EGC is recommending to the CAC to fund all of the projects - two for the full amount requested and two for lower amounts than requested.

The four organizations that submitted applications, a summary of their proposed projects, and the EGC recommended funding amounts and associated fund accounts are summarized in Table 1 below. A copy of the complete applications are provided as an attachment to this Memo.

Table 1: EGC funding recommendations and associated funding accounts

Organization	Amount Requested	Funding Amount Recommendation	Funding Account Recommendation	Project Summary
St. Andrews by the Sea Methodist Church	\$2,000	\$1,500	<ul style="list-style-type: none"> Clean Ocean - \$500 Water Conservation Fund - \$1,000 	Replant two (2) areas outside of the sanctuary with drought tolerant shrubs and flowers to match existing landscape in front of fellowship hall. Reaches 750+ residents.
Watershed Task Force	\$2,000	\$1,500	<ul style="list-style-type: none"> Clean Ocean Fund - \$500 Solid Waste and Recycling Fund - \$500 Water Conservation Fund - \$500 	Preparation and Implementation of San Clemente’s Earth Day Event 2018. Reaches approximately 65,000 residents.
Vista del Mar Elementary PTA	\$2,000	\$2,000	<ul style="list-style-type: none"> Clean Ocean Fund - \$1,250 Solid Waste and Recycling Fund - \$250 Water Conservation Fund - \$500 	Money to be used to partially pay for the installation of one water bottle refill station at the school. The PTA has committed \$20,000 to install multiple bottle refill stations which are estimated to cost \$7,500 per station. Reaches 1,600 students and 140 faculty.
Boys & Girls Club of the South Coast Area	\$2,000	\$2,000	<ul style="list-style-type: none"> Clean Ocean Fund – \$750 Solid Waste and Recycling Fund - \$250 Water Conservation Fund - \$1,000 	“Brain Gain” is a summer program designed to engage students in science, technology, engineering, arts, and math modules for 6-18 year old youth, comprised of one-week modules with two one-hour sessions each day learning about and working a topic. Special projects include building a bird nest and bird feeder, planting mini greenhouses, and building a bottle ecosystem. Reaches approximately 400 residents.
	\$8,000		\$7,000	

Recommendation: The EGC recommends that the Coastal Advisory Committee recommend to the City Manager approval to fund four organizations as detailed in Table 1 above.



CITY OF SAN CLEMENTE ENVIRONMENTAL SUSTAINABILITY GRANT APPLICATION

910 Calle Negocio, Suite 100, San Clemente, CA 92673
949.361.6143

Date:

Name of Organization: Watershed Task Force

Request Authorized by: William Hart

Contact Person: William Hart

Mailing Address: 2021 Calle de los Alamos, San Clemente, CA 92672

Email: 2bhart@cox.net Web site: ----

Amount Requested: \$ Date funding needed:

List amount and source(s) of other project funding: none

Project Title: City of San Clemente's Earth Day Celebration 2019 and Beach Clean Ups

Description of the Project: (Attach additional sheet if necessary – **Limit one page**)

The Watershed Task Force's signature program is the annual Earth Day celebration held each April. Its purpose is to raise public awareness and highlight local environmental successes. We start with an early morning beach cleanup near the Pier involving about 200 volunteers. The celebration takes place in Parque Del Mar and includes live music, booths featuring environmental products, programs and local art. The highlight of the day is when we recognize local businesses or organizations for extraordinary efforts in preserving the environment. We are asking the City for grant funding to partially pay for this Earth Day Celebration.

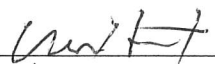
Does this project directly impact San Clemente residents?
 Yes No Estimated number of residents affected:

Is this Organization incorporated in California as a non-profit organization?
 Yes No Date of incorporation:

Federal I.D. Number: State I.D. Number:

Is this Organization a local public school or affiliated student club or PTA?
 Yes No Name of school, club or PTA: _____

First time applicants: Provide copies of IRS tax exempt status letter, financial report of organization and listing of the organization's officers and board of directors. School applicants provide evidence of official standing of the PTA or student club.


Signature

Date

William Hart WILLIAM HART
Printed Name

President of the Watershed Task Force
Title/Agency

Send or Deliver Application to:
Environmental Programs Section, City of San Clemente,
910 Calle Negocio, Suite 100, San Clemente, CA 92673



CITY OF SAN CLEMENTE ENVIRONMENTAL SUSTAINABILITY GRANT SUMMARY REPORT

910 Calle Negocio, Suite 100, San Clemente, CA 92673
949.361.6143

Date:

Name of Organization: Watershed Task Force

Contact Person: William Hart

Did your organization receive the grant funding check from the City? Yes No

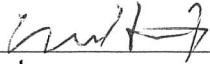
Amount Received: \$

Project Title: City of San Clemente's Earth Day Celebration 2019

Please provide a summary of how you dispersed the City's grant funds:
(Attach additional sheets if necessary)

The funds from the summer grant in addition to the funds from the December's grant will be used in March and April to put on the City of San Clemente's Earth Day Celebration. A full accounting of the funds from both grants will be made after the City of San Clemente's Earth Day Celebration in April.

Did this project directly impact San Clemente residents? Yes No Estimated number of residents affected:


Signature

Date

William Hart
WILLIAM HART
Printed Name

Title/Agency

Send or Deliver Summary To:
Environmental Programs Section, City of San Clemente
910 Calle Negocio, Suite 100, San Clemente, CA 92673



CITY OF SAN CLEMENTE ENVIRONMENTAL SUSTAINABILITY GRANT APPLICATION

910 Calle Negocio, Suite 100, San Clemente, CA 92673
949.361.6143

Date: 11/5/18

Name of Organization: Vista Del Mar PTA

Request Authorized by: Executive Board Approval 11/5/18

Contact Person: Erin Naylor - PTA President - Vice

Mailing Address: 1130 Avenida Talega San Clemente, CA 92673

Email: emnaylor@hotmail.com

Web site: www.vdmpta.org

Amount Requested: \$2000

Date funding needed: ASAP

List amount and source(s)

of other project funding: \$20,000 match provided by VDM - PTA

Project Title: VDM Plastic Reduction Initiative - Water Bottle Filling Stations Installation

Description of the Project: (Attach additional sheet if necessary - **Limit one page**)

Plastic pollution in our coastal environment is a big concern for the Vista del Mar school community and our PTA is working on a plan to reduce the amount of plastic water bottles disposed at our school. Vista del Mar PTA has launched a plastic reduction initiative and this next year will be looking to install 3 water filling stations at the Elementary, Middle School, and teacher/staff area to reduce our dependence on plastic. The PTA has committed approximately \$20,000 to the initiative and have received a project estimate from CUSD facilities of ~ \$7,500 per station for installation. We are seeking matching funds from the City to help complete the project. Our school has over 1,600 children and 140 staff members. Vista Del Mar has completed a request to the Capistrano Unified School District for a Site Improvement Project to install these stations.

Does this project directly impact San Clemente residents?

Yes

No

Estimated number of residents affected:

1,740

Is this Organization incorporated in California as a non-profit organization?

Yes

No

Date of incorporation:

4-22-03

Federal I.D. Number: 51-0461367

State I.D. Number:

Is this Organization a local public school or affiliated student club or PTA?

Yes

No

Name of school, club or PTA: Vista Del Mar PTA

First time applicants: Provide copies of IRS tax exempt status letter, financial report of organization and listing of the organization's officers and board of directors. School applicants provide evidence of official standing of the PTA or student club.

Signature

Erin M Naylor

Printed Name

11-29-18

Date

Vice President

VDM PTA

Title/Agency

Send or Deliver Application to:

City Clerk, City of San Clemente

100 Avenida Presidio, San Clemente, CA 92672



CITY OF SAN CLEMENTE ENVIRONMENTAL SUSTAINABILITY GRANT SUMMARY REPORT

910 Calle Negocio, Suite 100, San Clemente, CA 92673
949.361.6143

Date:

Vista Del Mar PTA

Name of Organization:

Erin Naylor - PTA President

Contact Person:

Did your organization receive the grant funding check from the City?

Yes

No

Amount Received: \$

VDM Plastic Reduction Initiative - Water Bottle Filling Stations Installation

Project Title:

Please provide a summary of how you dispersed the City's grant funds:
(Attach additional sheets if necessary)

Did this project directly impact San Clemente residents?

Yes

No

Estimated number of residents affected:

Signature

Date

Printed Name

Title/Agency

Send or Deliver Summary To:

Environmental Programs Section, City of San Clemente
910 Calle Negocio, Suite 100, San Clemente, CA 92673



POLICY AND PROCEDURE

Subject: Environmental Sustainability Grant Funding	Index: Financial Services Number: 203-2
Effective Date: April 2, 2013	Prepared By: Engineering Division
Supersedes: September 1, 2009	Approved By:

1.0 **PURPOSE:**

To provide a uniform process and guidelines for submittal, consideration and approval of requests for funding assistance for water quality, water conservation, recycling and/or other environmental sustainability projects by Non-Profit Organizations serving residents of San Clemente.

2.0 **ORGANIZATIONS AFFECTED:**

Engineering Division (Environmental Programs); Utilities Division

3.0 **REFERENCES:**

Not Applicable.

4.0 **POLICY:**

The City of San Clemente shall strive to allocate funds annually from the Clean Ocean Fund, Water Conservation Fund, and Solid Waste Fund to support Non-Profit Organizations and public schools in providing water quality, water conservation, and recycling services or outreach to residents of the City of San Clemente. In the case of other environmental sustainability initiatives as defined in this policy, the City will strive to allocate General Funds for these efforts.

Each year in conjunction with the City budget process, the City Council will determine the amount of funds available for Environmental Sustainability grants. Award of grants is subject to available funding. At the end of each Fiscal Year (June 30), all City appropriations cease and any unallocated grant funds will not be carried forward to the next Fiscal Year. An Environmental Grant Committee reviews grant requests two times per year in January and July and recommends approval or denial of funding. With limited exception and on a case by case basis subject to City Manager approval, grants shall not exceed \$2,000.00 or 50% of the total project cost, whichever is less. City staff will strive to notify applicants of their grant request status within two (2) months of the application deadline.

Grants are not intended to provide ongoing funding to well-established programs or services unless a clear benefit to the City of San Clemente and the community would be provided by the proposed activity. Grants are also not intended for any political or religious activity. Any organization that receives grant funding assistance agrees to include a brief statement in any promotional materials to acknowledge the City's financial contribution toward the project.

5.0 **DEFINITIONS:**

Coastal Advisory Committee – The advisory committee as established and discussed in Chapter 2.42 of the City of San Clemente Municipal Code.

Environmental Grant Committee – The City staff committee that provides initial review and recommendation of Environmental/Sustainability grant funding requests submitted to the City. This committee shall consist of the Environmental Analyst (Engineering Division), Water Conservation Analyst (Utilities Division), and Environmental Services Coordinator (Engineering Division), or as otherwise designated by the City Manager.

Environmental Sustainability – Refers to environmentally sustainable initiatives such as:

- *Resource Conservation:* Decrease consumption of non-renewable, non-recycled materials and pursue and encourage use of renewable resources (e.g. water conservation, solid waste reduction & recycling, solar power, energy savings, recycled water, etc.).
- *Environmental and Public Health:* Minimize levels of pollutants entering the air, soil, and water from everyday business practices (e.g. water runoff reduction, water quality improvement, etc.).
- *Transportation:* Encourage and pursue alternative forms of transportation (including pedestrian, bicycle, mass-transit, and fuel-efficient/alternative fuel vehicles).
- *Community Education and Civic Participation/Public Involvement:* Develop related education and outreach programs that are easily accessed by community members, and encourage collaboration and two-way dialogue between City officials, staff, businesses, community groups, and individual residents.

Grant Evaluation Criteria – Criteria used to evaluate grant funding requests will include, but not necessarily be limited to, the following:

- Demonstrated organization competence and ability to provide service or outreach.
- Impact of proposed services to effectively meet needs of San Clemente residents.
- Relationship of project objectives to water quality, water conservation, recycling or other environmental sustainability concepts.

Non-Profit Organization – Non-profit organizations recognized by the State to be tax exempt under the Internal Revenue Service Section 501 (c) (3). The organization must have a Charter, Articles of Incorporation, and/or By-laws. No part of its net earnings inure to the benefit of any member, founder, contributor, or individual.

Public School – Those schools of the Capistrano Unified School District that are physically located within the City of San Clemente, including any Parent Teacher Associations (PTAs) and student clubs (with a faculty advisor) that are officially recognized by these schools.

Qualifications for Funding – The Non-Profit Organization must have proof and provide documentation that residents of San Clemente are being served. The organization must have at least one San Clemente resident on its Board of Directors or Advisory Board. The organization must have an affiliation in San Clemente and provide services or outreach to San Clemente residents in the form of mailings, public meetings, attendance at local community events or civic meetings. New organizations must provide a copy of their Articles of Incorporation and By-laws, two letters of reference from an existing local Non-Profit Organization and/or government entity knowledgeable of the organization or services they intend to provide.

6.0 PROCEDURE:

- 6.1 There will be two (2) filing deadlines each Fiscal Year (July 1 to the following June 30) for consideration of Environmental Sustainability Grant funding requests. The first filing deadline will be June 15, and the second filing deadline will be the following December 15. To be considered for funding, applications must be received in the City Clerk's office by 5:00 p.m. of the filing deadline. Any applications not received by this deadline will not be considered, and must be resubmitted during another filing period for consideration.
- 6.2 Grant funding requests must be submitted on the Environmental Sustainability Grant application form (Attachment #1), which is available on the City of San Clemente website at www.san-clemente.org.
- 6.3 Following the submittal deadlines, the Environmental Grant Committee will review submitted applications, and prepare a report for the next regularly-scheduled meeting of the Coastal Advisory Committee (CAC). The report will be included in the agenda packet for the CAC meeting, which is publicly-noticed so that citizens can provide comment and feedback to the CAC.
- 6.4 The CAC will consider and discuss the report by the Environmental Grant Committee, and provide its recommendations for approval or denial of funding.
- 6.5 Following the CAC meeting, the Environmental Grant Committee shall prepare a memo, including the CAC recommendations, for City Manager approval.
- 6.6 After City Manager direction, letters will be sent to the applicants notifying them of approval or denial of funding and, if approved, the funded amount. Dispersing of grant funds may take up to 30 days following award approval.
- 6.7 Organizations receiving City grant funds must ensure that these funds are used only for the project identified in the grant funding request. If the project is canceled or otherwise not pursued, grant funds must be returned to the City.
- 6.8 A Grant Summary Report (Attachment #2) is required to be filed by each organization that receives funding assistance from the City. The Grant Summary

Report form is available on the City's website, and must be filed within 30 calendar days of the conclusion of the project. Failure to submit a Grant Summary Report will preclude an organization from applying for additional grant opportunities.

ATTACHMENTS:

1. Grant Application Form
2. Grant Summary Report Form



everychild.one voice.

2327 L Street, Sacramento, CA 95816

(916) 440-1985 • Fax (916) 440-1986 • info@capta.org • www.capta.org

LETTER OF DETERMINATION

October 19, 2017

Erin Naylor, Unit President
Vista del Mar PTA [5696]

Dear Erin:

In response to request of this office concerning your PTA's tax-exempt status, a copy of our group ruling letter dated November 18, 1943, from Internal Revenue, which grants federal income tax exemption to all PTAs in California, is enclosed. You will note the Internal Revenue Code section at that time as referred to in the letter was 101(6)—now Section 501(c)(3) as indicated in all PTA bylaws in California. The group exemption number assigned to the California State PTA is GEN-0646.

Also enclosed is a copy of the February 24, 2010 letter from Franchise Tax Board confirming PTA's exemption from state franchise or income tax under Section 23701d of the Revenue and Taxation Code.

Both the federal and state exemption letters cover all of our divisions—local units (associations), councils and districts. The letters are issued to the California Congress of Parents and Teachers, Inc. The corporate name was changed as indicated on this letterhead by vote of the annual convention on May 5, 1978, and has been recorded and filed with the Secretary of State with certificate endorsed on August 14, 1978.

Vista del Mar PTA is a unit in good standing. It was organized on April 22, 2003 according to our official records, and is chartered as a member organization of the California Congress of Parents, Teachers, and Students, Inc.

Vista del Mar PTA located at 1130 Avenida Talega, San Clemente, CA, 92673 in the Fourth District PTA, is a nonprofit, tax-exempt association under our group ruling. The Employer Identification Number (EIN) assigned to Vista del Mar PTA is 510461367 and the assigned Franchise Tax Board entity number is 8024407.

Sincerely,

A handwritten signature in black ink that reads "KayDee Walburn".

KayDee Walburn
Accounting Assistant

cc: District President



CITY OF SAN CLEMENTE ENVIRONMENTAL SUSTAINABILITY GRANT APPLICATION

910 Calle Negocio, Suite 300, San Clemente, CA 92673 949.361.6143

Date: Dec. 3, 2018

Name of Organization: ST. ANDREWS BY THE SEA METHODIST CHURCH

Request Authorized by: MIKE WIECHMAN, TRUSTEE CHAIR

Contact Person: MIKE WIECHMAN

Mailing Address: 2001 CALLE FRONTERA, SAN CLEMENTE, CA. 92673

Email: makomiko@cox.net

Web site: www.sabts.org

Amount Requested: \$2000.00

Date funding needed: ASAP

List amount and source(s) of other project funding:

Project Title: LANDSCAPE + IRRIGATION IMPROVEMENTS

Description of the Project: (Attach additional sheet if necessary - Limit one page)

REPLANT + REPAIR 2 AREAS OUTSIDE OF THE SANCTUARY WITH DROUGHT TOLERANT SHRUBS AND FLOWERS. WORK TO BE DONE BY BEMOS LANDSCAPE CO.

Does this project directly impact San Clemente residents?

[X] Yes

[] No

Estimated number of residents affected:

750 +

Is this Organization incorporated in California as a non-profit organization?

[X] Yes

[] No

Date of incorporation:

12-18-1964

Federal I.D. Number:

95-2402620

State I.D. Number:

CO482637

Is this Organization a local public school or affiliated student club or PTA?

[] Yes

[X] No

Name of school, club or PTA:

First time applicants: Provide copies of IRS tax exempt status letter, financial report of organization and listing of the organization's officers and board of directors. School applicants provide evidence of official standing of the PTA or student club.

Signature: [Handwritten Signature]

Date: 12-3-18

Printed Name: MICHAEL WIECHMAN

Title/Agency: TRUSTEE CHAIR

Send or Deliver Application to: City Clerk, City of San Clemente 910 Calle Negocio, Ste. 300, San Clemente, CA 92673



CITY OF SAN CLEMENTE ENVIRONMENTAL SUSTAINABILITY GRANT APPLICATION

910 Calle Negocio, Suite 100, San Clemente, CA 92673
949.361.6143

Date:

Name of Organization: Boys & Girls Club of the South Coast Area

Request Authorized by: Terence Hughes, Chief Executive Officer

Contact Person: Karin Schnell, Development Associate

Mailing Address: 1304 Calle Valle, San Clemente, CA 92672

Email: kschnell@bgcsca.org Web site: www.bgcsca.org

Amount Requested: \$ Date funding needed:

List amount and source(s) of other project funding: Western Digital - \$10,000

Project Title: Brain Gain - Ocean Awareness

Description of the Project: (Attach additional sheet if necessary – **Limit one page**)

Brain Gain is a program designed to engage students in science, technology, engineering, arts and math (STEAM) educational modules for 6-18 years old youth. During the summer Brain Gain is comprised of eleven one-week modules with one-hour sessions each day learning about and working on a specific topic. Each module takes a project-based learning approach where youth engage in a process of learning through discovery, creative expression, group work and a final project or production. Activities are designed to be age appropriate and staff and volunteers facilitate the learning experience. Using everyday materials, many of them recycled, students have an opportunity for hands-on learning, discovery and invention.

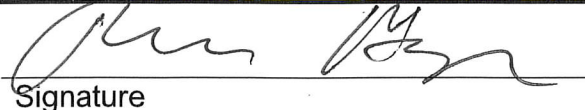
(Additional Sheet Attached)

Does this project directly impact San Clemente residents?
 Yes No Estimated number of residents affected:

Is this Organization incorporated in California as a non-profit organization?
 Yes No Date of incorporation:
Federal I.D. Number: State I.D. Number:

Is this Organization a local public school or affiliated student club or PTA?
 Yes No Name of school, club or PTA: _____

First time applicants: Provide copies of IRS tax exempt status letter, financial report of organization and listing of the organization's officers and board of directors. School applicants provide evidence of official standing of the PTA or student club.


Signature

Date

Terence Hughes
Printed Name

Chief Executive Officer/Boys & Girls Club SCA
Title/Agency

Send or Deliver Application to:
Environmental Programs Section, City of San Clemente,
910 Calle Negocio, Suite 100, San Clemente, CA 92673

Brain Gain – Ocean Awareness -- 2019

One of our goals of the Brain Gain program (particularly during the summer) is to combat summer learning loss. While the average low-income U.S. student lost at least two months of learning last summer, the Summer Brain Gain participants did not. In fact, some Club members showed significant gains in math. As the premier out-of-school provider in San Clemente, we believe it's our responsibility to prevent the detrimental effects of summer learning loss. With Summer Brain Gain programs, we are able to help our kids stay on track for the coming school year while keeping the summer months fun and enjoyable.

Ocean Awareness

During the Ocean Awareness module, the youth will experience several issues relating to the ocean and water through both hands-on activities and field trips. For example, the students will go to the Ocean Institute in Dana Point and receive a tour of the tide pools (in the Ocean Institute exhibitions and the Marine Conservation Area). Throughout the summer, the Boys & Girls Club of the South Coast Area participates in 5 field trips aboard the historic 'Curlew' sail boat in the harbor. Dr. Edward Taub and the crew talk about sailing safety, ocean education and follow-up with an interactive wellness lesson.

Working with our older youth (12-18 years), we will have a water desalination discussion.

- Why can we not drink the water from the ocean?
- Is rain water that falls from the sky safe to drink?
Yes. Rainwater straight from the sky is considered the purest form of water. Impurities and salts present in the water on Earth are left behind during vaporization by the sun.
- How does a solar still work to purify the salt water?
When the salt water in the larger container evaporates and cools and come back down, the salts are removed from the water by the sun.
- How do you think this can be used to help our current drought?
- Why do you think this isn't currently used in our Pacific Ocean?
Desalination on a large scale can be very complicated and costly.

Making a Solar Still

1. Pour the water into the larger glass container
2. Add the salt and stir.
3. Place the smaller container inside the larger container in the center.
4. Tightly wrap the containers in plastic wrap. Wrap should not be touching the smaller container.
5. Add the rocks or glass beads to the center of the container.
6. Explain how the water will evaporate from the large container and cool into the smaller one.
7. Let sit for two or more hours in the sun.
8. Remove plastic wrap and view water in the smaller container.
9. Taste the water in both containers and compare the differences.



COUNTY OF ORANGE HEALTH CARE AGENCY/ENVIRONMENTAL HEALTH

Ocean Bacteriological Monitoring Program – December 2018

Enterococcus (ENT), Fecal Coliform (FC), Total Coliform (TC); Number of Colony Forming Units per 100 ml Sample

7.A.

Sample Location	Bacteria Type	12/3 to 12/9 Tide	12/4 TUES	12/6 1.23"	12/11 TUES	12/13 THUR	12/18 TUES	12/19 to 12/26 Tide	12/20 THUR	12/25 .411"				
Poche Beach UP POCHEu	Enterococcus Fecal Coliforms Total Coliforms		= 20 < 9 = 70		= 20 < 9 = 50									
Poche Creek ZERO POCHEz	Enterococcus Fecal Coliforms Total Coliforms		= 290 = 140 >= 890		= 140 = 30 >= 580		= 20 = 20 = 70							
Poche Creek DOWN POCHEd	Enterococcus Fecal Coliforms Total Coliforms		< 9 < 9 = 40		= 40 = 9 >= 160									
Poche Beach S-15	Enterococcus Fecal Coliforms Total Coliforms		= 20 < 9 = 100		= 20 < 9 = 60		= 20 = 20 = 40							
Pico Drain UP PICOu	Enterococcus Fecal Coliforms Total Coliforms													
Pico Drain ZERO PICOz	Enterococcus Fecal Coliforms Total Coliforms		= 90 < 9 >= 460		= 440 = 240 >= 2600	= 130 >= 140 >= 750	= 30 < 9 = 70							
Pico Drain DOWN PICOd	Enterococcus Fecal Coliforms Total Coliforms		= 30 = 350 = 480		= 20 < 9 = 110	< 9 = 20 = 100	= 20 < 9 = 40							
North Beach S-17	Enterococcus Fecal Coliforms Total Coliforms		= 30 = 9 = 100		= 9 < 9 = 60		= 9 < 9 = 50							
El Portal ZERO ELPORTALz	Enterococcus Fecal Coliforms Total Coliforms		= 20 = 9 = 70		= 9 < 9 = 70		= 20 < 9 = 80							
Mariposa Beach ZERO MARIPOz	Enterococcus Fecal Coliforms Total Coliforms						= 30 < 9 = 80							
Linda Lane Beach ZERO LINDALz	Enterococcus Fecal Coliforms Total Coliforms		= 490 = 20 = 910		= 20 < 9 = 40		< 9 < 9 = 60							
South Linda Lane ZERO SLINDALz	Enterococcus Fecal Coliforms Total Coliforms		= 20 = 9 = 40		< 9 < 9 = 50		= 40 = 9 = 50							



COUNTY OF ORANGE HEALTH CARE AGENCY/ENVIRONMENTAL HEALTH
Ocean Bacteriological Monitoring Program – December 2018
Enterococcus (ENT), Fecal Coliform (FC), Total Coliform (TC); Number of Colony Forming Units per 100 ml Sample
 Page 2 of 2

Sample Location	Bacteria Type	12/3 to 12/9 Tide	12/4 TUES	12/6 1.23"	12/11 TUES	12/13 THUR	12/18 TUES	12/19 to 12/26 Tide	12/20 THUR	12/25 .411"				
450' North of Pier S-19	Enterococcus Fecal Coliforms Total Coliforms		= 300 = 600 = 750		< 9 = 9 = 30		= 9 = 9 = 50							
Pier UP PIERu	Enterococcus Fecal Coliforms Total Coliforms		= 40 = 9 = 120		= 9 < 9 = 30		< 9 < 9 = 40		< 9 = 9 = 30					
Pier ZERO PIERz	Enterococcus Fecal Coliforms Total Coliforms		= 29 < 9 = 91		= 10 = 9 = 70		= 74 = 400 = 1030		= 40 = 50 = 150					
Pier DOWN PIERd	Enterococcus Fecal Coliforms Total Coliforms		< 9 < 9 = 70		= 9 = 20 = 70	= 20 < 9 = 40			< 9 = 9 = 9					
Trafalger Cnyn UP TRFCYnu	Enterococcus Fecal Coliforms Total Coliforms													
Trafalger Cnyn ZERO TRFCYNz	Enterococcus Fecal Coliforms Total Coliforms		< 9 < 9 = 9		= 9 < 9 = 9		< 9 < 9 < 9							
Trafalger Cnyn DOWN TRFCYNd	Enterococcus Fecal Coliforms Total Coliforms													
Rivera ZERO RIVERAz	Enterococcus Fecal Coliforms Total Coliforms		= 9 = 9 = 40				= 9 = 20 = 9							
Avenida Calafia S-21	Enterococcus Fecal Coliforms Total Coliforms				< 9 < 9 = 30		= 30 = 9 = 9							
Las Palmeras S-23	Enterococcus Fecal Coliforms Total Coliforms													

AB411 Single Sample Standards

Enterococci 104
 Fecal Coliforms 400
 Total Coliforms 10,000
 Fecal Total Coliform ratio; >1000 total coliforms if ratio exceeds 0.1

Bold numbers indicate exceedance of single sample standards
Blue header and number indicate rain event date and amount
+ or - 6' high tide event



Memorandum Utilities Department

9.A.

January 7, 2019

To: Coastal Advisory Committee
From: Cynthia Mallett, Environmental Programs Supervisor
Subject: **Potential Future Agenda Items**

The following is a list of potential topics that the CAC is considering for future meetings, based on input from CAC members during prior meetings and staff recommendations.

February 14, 2019

1. Poche Falconry Project – Voting Item
2. Contract for Stormwater Monitoring and Technical Support Services
3. CAC Annual Work Plan

March 2019

April 2019

1. Events
 - a. April 13, 2019: Earth Day at Parque Del Mar
 - b. April 13, 2019: Spring Garden Fest at Community Center