

**MINUTES**  
**CITY OF SAN CLEMENTE**  
**REGULAR COASTAL ADVISORY COMMITTEE MEETING**  
Thursday, October 11, 2018 @ 6:30 p.m.  
City Council Chambers  
100 Avenida Presidio, San Clemente, CA 92672

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**1. CALL TO ORDER**

Committee Member Ambrose called the meeting to order at 6:31 p.m.

**2. PLEDGE OF ALLEGIANCE**

Committee Member McGuigan led the Pledge of Allegiance.

**3. ROLL CALL**

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

Absent: None

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 September 13, 2018

IT WAS MOVED BY COMMITTEE MEMBER MCCAUGHAN, SECONDED BY COMMITTEE MEMBER MCGUIGAN, AND UNANIMOUSLY CARRIED to receive and file the minutes of the Regular CAC meeting of September 13, 2018 as submitted.

**5. PUBLIC INPUT**

None

## 6. NEW BUSINESS

### A. Multifamily Food Scrap Diversion Program – Global Green Memorandum of Understanding

A memo by Danna McIntosh, Environmental Services Coordinator, providing an overview of the Memorandum of Understanding with Global Green to coordinate a pilot multi-unit complex food waste diversion program.

Supervisor Mallett reviewed the staff report, an update on the City's recent agreement with Global Green to coordinate diversion of food waste from multi-family complexes to the CR&R anaerobic digester facility in Perris, CA. Next steps include the City purchasing counter-top food collection pails, reaching out to targeted multi-family complexes to recruit volunteers to act as on-site Eco-Ambassadors, and coordinating training workshops to train the Eco-Ambassadors.

In response to questions/comments, Supervisor Mallett advised the City is looking into potential incentives or rewards for those who volunteer their time to be Eco-Ambassadors; announced the first training workshop is scheduled for November 7, 2018, from 6-9:00 p.m.

Report received and filed.

### 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 document entitled, "Coastal Advisory Committee Suggested Annual Work Plan Topics/Issues," which she compiled and organized by topics using the data forwarded to her following the CAC's last meeting. Additionally, she noted a Request for Proposals (RFP) has been distributed calling for consultants to submit bids to test the water at the Pier for DNA markers to determine the source of the high levels of bacteria reported in the monthly Ocean Bacteriological Monitoring Program produced by the County. She will forward a copy of the RFP via email to the members. In response to requests, she agreed to provide the Committee Members with copies of the Grant Summary Reports submitted by grant recipients, quarterly updates/newsletters/outreach/activities announcements or links to this information from regulatory agencies.

Comments/Suggestions included:

- Suggestion that Supervisor Mallett request but not require Environment Sustainability Grant applicants to attend a CAC meeting for a presentation on their grant request and/or a presentation following the

grant project wrap-up showcasing the results/providing a narrative regarding the event or program.

- Suggestion that the CAC develop a way to assess the results of their efforts/involvement in programs or activities; suggested setting benchmarks and applying numeric objectives.
- Request that Supervisor Mallett reorganize the list of topics/issues to indicate time factors to aid in calendaring as well as provide suggestions on potential actions/involvement the CAC could undertake on the main topics.
- Suggestion each Member determine and email to Supervisor Mallett a list of 5 or 6 of their most important topics/potential projects. This agenda item would then be continued to their next meeting, where the Committee could discuss and prioritize the Members' most important topics/projects.
- Recommendation each project being considered should be evaluated using the CAC Mission Statement and listing of duties/responsibilities to determine feasibility of CAC involvement.
- Recommendation the Members consider contacting City Council to ask what issues the CAC should look into and provide advice.
- Suggestion the CAC consider the installation of drinking water refill stations in additional areas throughout the City as a potential priority.
- Suggestion that all projects with CEQA assessments and/or potential environmental impacts be reviewed by the CAC.
- Request Supervisor Mallett provide an overlay to the Work Plan indicating responsibilities of staff members.

IT WAS MOVED BY COMMITTEE MEMBER MCCAUGHAN, SECONDED BY COMMITTEE MEMBER ZIDRON, AND CARRIED 5-1, WITH COMMITTEE MEMBER MCGUIGAN OPPOSED, to

- 1) Continue Coastal Advisory Committee Annual Work Plan to the CAC's next regular meeting of November 8, 2018.
- 2) Request each Committee Member provide no more than 6 of their most important topics/priorities to Supervisor Mallett by October 25, 2018.
- 3) Request each Committee Member review the sample work plans as well as the listing of past CAC actions previously provided by staff and provide input on categorizing topics/ideas, suggestions for structuring the Work Plan, and any additional information they may have to support their individual priority items.

C. Clean Ocean Fee Renewal

A discussion amongst CAC Members and staff on the renewal of the Clean Ocean Fee which is scheduled to sunset on June 30, 2020.

Supervisor Mallett announced she is in the process of compiling information on the Clean Ocean Fee and will provide an update at a future meeting.

## 8. COMMUNICATIONS

### A. Bacterial Monitoring Reports September 2018

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

### B. September 2018 Environmental Programs Updates

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

Agenda items 7A & B received and filed.

## 9. REPORTS

### A. CAC Members

Chair Ambrose shared information on upcoming City Council Candidate Forums. One is scheduled for Sunday, October 14, 2018 at the Shorecliffs Beach Club from 4:00-6:00 p.m. and it is likely that Poche Beach will be discussed. The next is scheduled for Wednesday October 17, 2018 at the Ole Hanson Beach Club starting at 6:30 p.m. and a topic of discussion will most likely be the redevelopment/rebuilding/upgrading of North Beach.

### B. City Staff

Supervisor Mallett agreed to email the Members with the Coastal Clean Up Day statistics, including number of participants, categories and amount of trash collected, etc.; announced a location change for their next meeting due to rescheduling of other City meetings on account of Election Day activities.

Committee Members discussed potential to reschedule their next meeting at a different location which could cause confusion amongst the public. Following discussion of individual schedules, all concurred to retain the original meeting date, time and place. CAC Members left open the possibility that they will hold the December 13, 2018, Regular Meeting if necessary.

## 10. 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 the Annual Work Plan to their November 8, 2018, meeting.

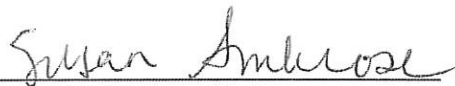
**11. ITEMS FROM COMMITTEE MEMBERS**

None

**12. ADJOURNMENT**

IT WAS MOVED BY COMMITTEE MEMBER ZIDRON, SECONDED BY VICE CHAIR CAMPOPIANO AND UNANIMOUSLY CARRIED to adjourn the meeting at 9:07 p.m. to next CAC meeting to be held on November 8, 2018, at 6:30 p.m. in the Ole Hanson Fireside Room at the Community Center, 100 N. Seville, San Clemente, CA.

Respectfully submitted,

  
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Susan Ambrose, Chair

Attest:

  
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Cynthia Mallett, Environmental Programs Supervisor