



# CITY OF SAN CLEMENTE

## ADJOURNED REGULAR CITY COUNCIL MEETING AGENDA

City Council Chambers  
City of San Clemente  
100 Avenida Presidio  
San Clemente, California  
[www.san-clemente.org/itfp](http://www.san-clemente.org/itfp)

March 11, 2019  
4:00 p.m.

*Information concerning City Council Meeting protocols and procedures is contained at the end of this agenda.*

### ***RULES FOR ADDRESSING COUNCIL***

- Members of the public may address the City Council on matters within the jurisdiction of the City of San Clemente.
- If you wish to address Council, please complete one of the blue speaker cards located at the entrance to the Council Chambers and submit it to the City Clerk or Deputy City Clerk.
- Persons wishing to address Council concerning an **agendized** item will be invited to address Council during the time that Council is considering that particular agenda item. Persons wishing to address Council concerning a **non-agendized** issue will be invited to address Council during the "Oral Communications" portion of the meeting.
- When the Mayor calls your name, please step to the podium, state your name and your city of residence, and then give your presentation. Please limit your presentation to three minutes.

## **MISSION STATEMENT**

*The City of San Clemente, in partnership with the community we serve, will foster a tradition dedicated to:*

*Maintaining a safe, healthy atmosphere in which to live, work and play;*

*Guiding development to ensure responsible growth while preserving and enhancing our village character, unique environment and natural amenities;*

*Providing for the City's long-term stability through promotion of economic vitality and diversity...*

*Resulting in a balanced community committed to protecting what is valued today while meeting tomorrow's needs.*

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

### **1. NEW BUSINESS**

#### **A. [FY 2018-19 2nd Quarter Report and Mid-Year Budget Adjustments](#) Pages 1A-1 through 1A-5**

Report from the Assistant City Manager concerning the FY 2018-19 2nd Quarter Report and mid-year budget adjustments.

#### **Staff Recommendation**

1. Approve the FY 2018-19 2nd Quarter Report.
2. Approve and authorize the mid-year adjustments listed in "Attachment A" of the Administrative Report, dated March 11, 2019, that is on file with the City Clerk.

**B. 2019 Long Term Financial Plan (LTFP)**

Report from the Assistant City Manager concerning the 2019 Long Term Financial Plan.

**Staff Recommendation***Financial Trend Analysis*

1. None

*Financial Forecast*

1. Continue efforts to identify infrastructure assets and the reserve resources needed to maintain and/or replace those asset based on a comprehensive asset management plan that will be developed through the use and optimization of the CMMS.

*Reserve Analysis*

1. Direct staff to analyze capital asset categories and identify assets funded for replacement in the purpose section of the Capital Equipment Reserve, the Facilities Maintenance Reserve, and the Park Asset Reserve after Lucity's Implementation.
2. Transfer an annual amount of \$380,000 from the General Fund to the Facilities Maintenance Reserve for FY 2019-20.
3. Transfer \$400,000 from the General Fund to the Park Asset Reserve for FY 2019-20.
4. Direct staff to review the Storm Drain charge within the next couple of years to determine a way to meet the cost demands placed on the City's public storm drain system.
5. Transfer an amount of \$225,000 from the General Fund to the Accrued Leave Reserve for FY 2019-20.

*Fiscal Policy*

1. None

*Pension Update*

1. In order to strengthen and promote long term financial stability of the City of San Clemente related to pensions, staff recommends that a Pension Fiscal Policies be added to the City's Fiscal Policy. The policies added would state the following:
  - The required actuarial contributions shall be made to cover the current service cost and unfunded liabilities based on the actuarially determined contribution rate.
  - Annually review the City Pension plans funding levels of, and identify areas where, funding may be utilized to target a funding ratio of 90% or higher for each of the City's individual pension plans.

*Pension update continued on following page*

2. Incorporate a pension trend indicator into the Long Term Financial Plan in 2020 (Trends Section).
3. Incorporate a Pension summary page in the City budget.
4. Direct staff to pursue options, as identified in the Pension Analysis issue paper, to pay down unfunded liabilities for the pension plans to meet the target 90% funding level by plan and authorize a one-time General Fund contribution from General Fund unassigned fund balance to the Marine Safety Plan in an amount up to \$400,000 to reach a 90% funding level in this plan.

*Information Technology Strategic Plan Update*

1. Accept the Information Technology Strategic Plan Update and direct staff to bring the recommended Fiscal Year 2019-20 projects and initiatives forward through the budget process.

2. **ORAL COMMUNICATIONS**

Members of the audience who wish to address Council on matters that are within the jurisdiction of the City of San Clemente, but not separately listed on the agenda, may do so during the Oral Communications portion of the meeting. A total time limitation of 30 minutes is allocated for Oral Communications, with each speaker being allotted 3 minutes in which to give his or her presentation. Speaker order is determined by the order in which speaker cards are provided to the City Clerk or Deputy City Clerk at the meeting. When the Mayor calls your name, please step to the podium, state your name and the City in which you reside, and make your presentation. Subject to very limited exceptions, Council is not permitted to discuss or take action on items that do not appear on the agenda.

3. **ADJOURNMENT**

The next Regular Council Meeting will be held on March 19, 2019 in the Council Chambers, located at 100 Avenida Presidio, San Clemente, California. Closed Session items will be considered at 5:00 p.m. The General Session will commence at 6:00 p.m.

## **CITY COUNCIL MEETING PROCEDURES**

### **PRESENTATION OF WRITTEN MATERIALS TO COUNCIL**

In order to ensure that Councilmembers have adequate time to consider written materials concerning agenda items, it is strongly recommended that such materials be submitted to the City Clerk by noon the date preceding the Council meeting.

### **MEETINGS RECORDED AND TELEVISED**

City Council meetings are broadcast live and are replayed periodically on Cox Communications Local Access Channel 30 (or Channel 854 for high-definition televisions). Meetings are also recorded via audio CD and DVD and retained as a City record in accordance with the City's records retention schedule.

### **USE OF ELECTRONIC VISUAL AIDS BY PUBLIC AT MEETINGS**

To allow staff adequate time to confirm software compatibility, individuals wishing to utilize electronic visual aids to supplement their oral presentations at the meeting, must submit the electronic files to the City Clerk by no later than 12:00 p.m. on the day of the meeting. Only compatible electronic formats will be permitted to be used on City audio/visual computer equipment. Staff makes no guarantee that such material will be compatible, but will use its best efforts to accommodate the request.

### **LENGTH OF MEETINGS**

At 11:00 p.m., the City Council will determine which of the remaining agenda items can be considered and acted upon at this meeting and will continue all other agenda items to a future meeting.

### **AMERICANS WITH DISABILITIES ACT**

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 City Clerk at (949) 361-8200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

### **COMMUNICATION DEVICES**

To minimize meeting distractions and sound system interference, please be sure all personal communication devices are turned off or on silent mode.

### **MEETING SCHEDULE**

Regular Council Meetings are held on the first and third Tuesdays of each month in the Council Chambers, located at 100 Avenida Presidio, San Clemente. Closed Session items are considered at 5:00 p.m. and the Business Meeting begins at 6:00 p.m. Additional meetings of the City Council may be called as needed.

### **AGENDAS, ADMINISTRATIVE REPORTS AND SUPPLEMENTAL WRITTEN MATERIALS**

Agendas and Administrative Reports are available for review and/or copying at the City Clerk's Department as soon as agendas are posted (a minimum of 72 hours prior to the meeting). Agendas and Administrative Reports can also be viewed at the San Clemente Library, located at 242 Avenida Del Mar, or by accessing the City's website at [www.san-clemente.org](http://www.san-clemente.org). An "Inspection Copy" of agenda materials is also located at the entrance to the Council Chambers during meetings for public review. All written material distributed to a majority of the Council after the original agenda packet was distributed is available for public inspection in the City Clerk's Department, located at 100 Avenida Presidio, San Clemente, during normal business hours.

The City Clerk's Department also offers an agenda packet subscription service free of charge. If you wish to receive email copies of City Council agendas, which include hyperlinks to staff reports and other back-up material, please send an email to [cityclerk@san-clemente.org](mailto:cityclerk@san-clemente.org) or call 949-361-8200.