



CITY OF SAN CLEMENTE

SPECIAL CITY COUNCIL

MEETING AGENDA

Meeting Date: March 1, 2021
Meeting Time: 6:00 p.m.

This meeting will be conducted via teleconference.

Public Participation in City Council Meeting During Coronavirus Pandemic

To help prevent the spread of the coronavirus, this meeting will be held via teleconference, pursuant to the Governor's Executive Orders N-25-20 and N-29-20. All votes taken during this teleconference meeting will be by roll call vote, and the vote will be publicly reported.

HOW TO VIEW THE MEETING:

Citizens are invited to view the meeting via live stream from the City's YouTube channel at www.san-clemente.org/live or live on Cox Communications Local Access Channel 854.

HOW TO PARTICIPATE BEFORE AND DURING THE MEETING:

The public is invited to provide comments to the City Council concerning items appearing on Council meeting agendas, as well as issues not appearing on the agenda during the Oral Communications portion of the meeting. Members of the public are requested to submit their comments by completing the Public Comment Submittal form available from the City's website at www.san-clemente.org/ccpubliccomment. Users of the on-line portal must indicate whether they wish their comments to be read aloud at a Council meeting, or forwarded to Councilmembers via email. All comments become part of the public record. Comments to be read at Council meetings are limited to a maximum of three minutes per speaker per item and will only be read if they are received prior to the commencement of Council's deliberations on the item to which the comment pertains. Comments received after Council deliberations begin will not be read at the meeting, but will be emailed to Councilmembers after the meeting. Transmittal by 4:00 p.m. on Council meeting days is recommended.

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.

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

**CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL**

1. **Motion waiving reading in full of all Resolutions and Ordinances.**

2. **Oral Communications.** Members of the public who wish to provide comments to be read at Council meetings on matters that are within the jurisdiction of the City of San Clemente, but not separately listed on the agenda, may complete the Public Comment Submittal form available on the City's website at www.san-clemente.org/ccpubliccomment. All comments become part of the public record. Transmittal prior to the start of the meeting on Council meeting days is recommended. Comments will be read publicly at the meeting up to the allotted time limit of 3 minutes per person.

3. **[Policy and Procedure 1201-11 – City Council Meetings and Operating Procedures](#)** Pages 3-1 through 3-10

Staff Recommendation

Council discretion.

4. **[Policy and Procedure 1201-12 – City Council Access to Confidential Documents](#)** Pages 4-1 through 4-3

Staff Recommendation

Council discretion.

5. **Consideration of City Council Leadership Decisions and Protocol**

6. **Adjournment**

The next Regular Council Meeting will take place on March 2, 2021. Closed Session items will be considered at 5:00 p.m. and the Regular Business Meeting will commence at 6:00 p.m. The meeting will be conducted via teleconference.

CITY COUNCIL MEETING PROCEDURES

PRESENTATION OF WRITTEN MATERIALS TO COUNCIL The public is invited to provide comments to the City Council concerning items appearing on Council meeting agendas, as well as issues not appearing on the agenda during the Oral Communications portion of this meeting. Members of the public are requested to submit their comments by completing the Public Comment Submittal form available from the City's website at www.san-clemente.org/ccpubliccomment. Users of the on-line portal must indicate whether they wish their comments to be read aloud at a Council meeting, or forwarded to Councilmembers via email. All comments become part of the public record. Comments to be read at Council meetings are limited to a maximum of three minutes per speaker per item and will only be read if they are received prior to the commencement of Council's deliberations on the item to which the comment pertains. Comments received after Council deliberations begin will not be read at the meeting, but will be emailed to Councilmembers after the meeting. Transmittal by 4:00 p.m. on Council meeting days is recommended.

MEETINGS RECORDED AND TELEVISED

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

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.

LENGTH OF MEETINGS

At 11:00 p.m. at each meeting, the City Council, by majority vote, will determine whether to continue the meeting or adjourn.

MEETING SCHEDULE

Regular Council Meetings are held on the first and third Tuesdays of each month via teleconference, with Closed Session beginning at 5:00 p.m. and the Business Meeting beginning 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 can be viewed by accessing the City's website at www.san-clemente.org or by calling the City Clerk's Office at (949) 361-8200. All written material distributed to a majority of the Council after the original agenda packet was distributed is available for public inspection by contacting the City Clerk's Department at (949) 361-8200, 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 or call 949-361-8200.