



CITY OF SAN CLEMENTE

ADJOURNED REGULAR CITY COUNCIL MEETING AGENDA

Broadcast via Teleconference

April 22, 2021
4:00 p.m.

Public Participation in City Council Meeting

This meeting will be telecast live via live stream, and available for post-meeting viewing, from the City's YouTube channel at www.san-clemente.org/live. Since this will not be an in-person meeting, persons wishing to address Council may submit written comments to be submitted to Council or read aloud at the meeting. Please send your comments to the City Clerk via email at baadej@san-clemente.org and please indicate whether you want your comments read aloud or forwarded to Council. Please note that comments to be read will be limited to 3 minutes per speaker per item.

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 send your comments to the City Clerk at baadej@san-clemente.org. Comments to be read will be limited to a maximum of three minutes per person.
- Comments concerning an **agendized** item will be read during the time that Council is considering that particular agenda item.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

1. **NEW BUSINESS**

A. **Monthly Financial Report – February 2021**

Report from the Assistant City Manager concerning the Monthly Financial Report for February 2021.

B. **2021 Long Term Financial Plan (LTFP)**

Report from the Assistant City Manager concerning the 2021 Long Term Financial Plan.

Staff Recommendation

City Financial Reporting Overview

- Split the Developers Improvement Fund, which accounts for receipts under developer agreements moving the In-Lieu Housing Fee to a separate Affordable Housing Fund.
- The Local Cable Infrastructure Fund 1% Public Education and Government fee adopted through Ordinance No. 1503 on April 6, 2010, should be repealed. The fees collected to support this fund are governed by the State of California "Digital Infrastructure and Video Competition Act" (DIVCA), set forth as Public Utilities Code Section 5800. The City has intended uses for existing funds, however, additional revenues are no longer required.
- The creation of a Transit or Transportation related fund to address costs related to the SC Rides, the Trolley program and Senior Mobility. These are mostly grant funded, but some contributions from the General fund are required for matching purposes.

Trends

No recommendations.

Forecast

- Utilize an available one-time revenue, such as a land sale or other one-time revenue, to make a one-time additional discretionary payment on the Public Safety Unfunded Pension Liability and potentially shorten the payment schedule on the pension liability.
- Seek direction from Council for other potential actions to be taken to improve the operating position of the City of San Clemente.

Reserve

- Transfer an annual amount of \$380,000 from the General Fund to the Facilities Maintenance Reserve in FY 2021-22.
- Transfer a one-time amount of \$115,000 in FY 2021-22 to fund the Accrued Leave Reserve.
- Transfer a one-time amount of \$1,000,000 from the Water Operating Reserve in FY 2021-22 to the Water Depreciation Reserve to fund future capital replacement in the Water Depreciation Reserve.
- Direct staff to keep apprised of legislative developments to modify Storm Drain fees to meet the cost demands placed on the City's public storm drain system.
- 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 implementation of Lucy and sufficient data is available.

Fiscal Policy

No recommendations.

Information Technology Strategic Plan

- Accept the Information Technology Strategic Plan Update and direct staff to bring the recommended Fiscal Year 2021-22 projects and initiatives forward through the budget process.

Pension Update

- Direct Staff to continue additional payments from one-time resources and budget savings, as available.
- Request Chandler Asset Management to update the existing City of San Clemente Pension Investment Policy (Policy #202-2) for City Council approval.
- Direct CASA staff to prepare a funding agreement or modify the existing JPA agreement to require additional contributions to the CASA pension plan, if the funded status falls below 75% upon transition to CalPERS.
- Direct City staff to pursue a California Employee Prefunding Pension Trust (CEPPT) with CalPERS and consider funding the additional Pension Prefunding Trust by reducing the City of San Clemente General Fund Emergency Reserve from 20% to 18%.

2. **ADJOURNMENT**

Adjourn to an Adjourned Regular City Council Meeting to be held on April 27, 2021 at 6:00 p.m. for the purpose of receiving AB 1234 training. Councilmembers will meet via teleconference and/or in person at the Community Center Auditorium, located at 100 N. Seville, San Clemente.

The next Regular Council Meeting is scheduled to take place on May 4, 2021. Closed Session items will be considered at 5:00 p.m. and the Regular Business Meeting will commence at 6:00 p.m. Councilmembers will meet via teleconference and/or in person at the Community Center Auditorium, located at 100 N. Seville, San Clemente.

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 BROADCAST

This meeting will be live-streamed and available for replay from the City's YouTube channel at www.san-clemente.org/live. Additionally, meetings are recorded via DVD or audio CD and retained as a City record in accordance with the City's records retention schedule.

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, including Covid-19 impediments, who require a disability-related modification or accommodation in order to participate in a meeting, 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, such as providing auxiliary aids or services, 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 Community Center, located at 100 N. Calle Seville, San Clemente. Closed Session items are normally considered at 5:00 p.m. with 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. An "Inspection Copy" of agenda materials is also located in the Community Center lobby 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 by contacting the City Clerk's Office, located at 910 Calle Negocio, 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 or call 949-361-8200.