



CITY OF SAN CLEMENTE

REGULAR CITY COUNCIL

MEETING AGENDA

San Clemente Community Center Auditorium
100 N. Calle Seville
San Clemente, California
www.san-clemente.org

December 21, 2021
5:00 p.m. - Closed Session
6:00 p.m. - Business Meeting

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 Community Center Auditorium and deposit it in the speaker box.
- 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 invited by the Mayor, please step to the podium, and if you wish, state your name and the City in which you reside, and make 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.

CLOSED SESSION (5:00 P.M.)

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code section 54956.8

Number of items: 2

Property: 721 Avenida Salvador, San Clemente, APNs: 690-502-16 &12

Negotiating Parties: City of San Clemente, PlanCom, Inc., DISH Wireless, LLC and/or their authorized agent(s)

Under Negotiation: Price and terms for potential lease

Property: 1304 Calle Valle (Bonito Park), San Clemente, APNs: 057-160-02

Negotiating Parties: City of San Clemente, PlanCom, Inc. DISH Wireless, LLC and/or their authorized agent(s)

Under Negotiation: Price and terms for potential lease

B. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

Number of potential cases: 1

[\(Correspondence regarding potential claim is linked to agenda.\)](#)

BUSINESS MEETING (6:00 P.M.)

CALL TO ORDER

INVOCATION - Navy Chaplain Daniel Swartz, 2nd Battalion 1st Marines, Camp Pendleton Marine Corps Base

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Special Presentations.

A. **Update on Homeless Issue (November Report)**

B. **Toll Road Update**

C. **Fiscal State of the City – Fiscal Year Ending June 30, 2021 and 4th Quarter Financial Report** [Pages 1C-1 through 1C-6](#)

2. Oral Communications (Part 1). 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. Speakers may address Council once during either Oral Communications Part 1 or Part 2. A total time limitation of 30 minutes is allocated for Oral Communications Part 1, 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. Speakers that cannot be accommodated during Oral Communications Part 1 will be invited to address Council during Oral Communications Part 2, which appears on this agenda as Item No. 10. When invited by the Mayor, please step to the podium, and if you wish, 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. Motion waiving reading in full of all Resolutions and Ordinances.

4. Consideration of agendizing items requiring immediate action. Any items agendized will be considered under New Business, unless otherwise determined by a majority vote of the City Council.

5. Closed Session Report - City Attorney.

6. **Consent Calendar.** All items listed on the Consent Calendar are considered to be routine and will be enacted by one motion without discussion unless Council, Staff, or the public requests removal of an item for separate discussion and action.

A. **City Council Minutes**

Staff Recommendation

(1) [Approve the minutes of the Joint Council/Commissions/Committees meeting of November 30, 2021.](#)

(2) [Approve the minutes of the Regular City Council meeting of December 7, 2021.](#)

B. **Commission/Committee Minutes**

Staff Recommendation

Receive and file the following:

(1) [Human Affairs Committee Special Meeting minutes of October 20, 2021.](#)

C. **Warrant Register**

[Approve Wire Transfers Nos. 2554 through 2559 and Warrant Nos. 577677 through 577837, paid on 12-3-21, in the amount of.....\\$ 5,889,813.45](#)

[Approve Wire Transfers Nos. 2560 through 2562 and Warrant Nos. 577838 through 577965, paid on 12-10-21, in the amount of.....\\$ 3,184,989.39](#)

TOTAL WARRANT REGISTER.....\$ 9,074,802.84

Payroll Register

Warrant No. 851, Automatic Deposit Advises 75345 through 75597, for the period 11-15-21 through 11-28-21, paid on 12-3-21, in the amount of.....\$ 775,685.98

TOTAL PAYROLL REGISTER.....\$ 775,685.98

- D. [Rejection of All Bids and Authorization for Staff to Rebid Project - City Tree and Palm Planting on Calle del Cerro and Avenida Vista Montana](#)
Paged 6D-1 through 6D-2

Staff Recommendation

1. Reject all bids for City Tree and Palm Planting on Calle Del Cerro and Avenida Vista Montana.
2. Authorize staff to rebid the project.

- E. [Amendment No. 1 to Cooperative Agreements with Orange County Transportation Authority for the San Clemente Trolley Project](#) Pages 6E-1 through 6E-63

Staff Recommendation

1. Approve, and authorize the City Manager to execute, Amendment No. 1 to Cooperative Agreement C-6-1479 (Contract C16-50) relating to the San Clemente Trolley Program.
2. Approve, and authorize the City Manager to execute, Amendment No. 1 to Cooperative Agreement C-8-1989 (Contract C19-04), relating to the San Clemente Expanded Trolley Program.

- F. [San Clemente Senior Mobility Program – OCTA Cooperative Agreement Update](#) Pages 6F-1 through 6F-27

Staff Recommendation

1. Approve, and authorize the City Manager to execute, Cooperative Agreement C-1-3250 (Contract C21-59), providing for the San Clemente Senior Mobility Program.
2. Authorize Staff to proceed with a Request for Proposals to provide contract transportation services for the San Clemente Senior Mobility Program.

- G. [Contract Award – Calle Real Waterline Improvements](#) Pages 6G-1 through 6G-7

Staff Recommendation

1. Approve the Plans and Specifications for the Calle Real Waterline Improvements, CIP Project No. 19516.
2. Approve, and authorize the Public Works Director to execute, Contract C21-60, by and between the City of San Clemente and Diamond Construction and Design, providing for the Calle Real Waterline Improvements, in the amount of \$846,974.

- H. [CalRecycle Beverage Container Recycling City/County Payment Program – New Requirements for FY 2022-2023](#) Pages 6H-1 through 6H-5

Staff Recommendation

Adopt Resolution No. 21-55 entitled A RESOLUTION OF THE CITY COUNCIL OF SAN CLEMENTE AUTHORIZING SUBMITTAL OF APPLICATION FOR CALRECYCLE PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS.

- I. [Contract Amendment – Contract Planning Services in Connection with the Local Coastal Program](#) Pages 6I-1 through 6I-33

Staff Recommendation

Approve, and authorize the City Manager to execute, Amendment No. 5 to Contract C16-74, providing for contract planning services for the Local Coastal Program. This amendment eliminates the term ending date and increases the contract amount from \$207,000 to an amount not to exceed \$267,000, a maximum increase of \$60,000.

- J. [Affirmation of Commitment to Implement Projects in the Federal Transportation Improvement Program \(FTIP\)](#) Pages 6J-1 through 6J-6

Staff Recommendation

Adopt Resolution No. 21-56 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, CERTIFYING THAT THE CITY OF SAN CLEMENTE HAS THE RESOURCES TO FUND CITY PROJECTS IN THE FEDERAL FISCAL YEAR 2022/2023 – 2027/2028 TRANSPORTATION IMPROVEMENT PROGRAM AND AFFIRMS ITS COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE PROGRAM.

- K. [Golf Course Committee Annual Work Plan – FY 2021-22](#) Pages 6K-1 through 6K-

Staff Recommendation

Approve the Fiscal Year 2021-22 Annual Work Plan as presented by the Golf Course Committee.

- L. [Human Affairs Committee Annual Work Plan – FY 2021-22](#) Pages 6L-1 through 6L-7

Staff Recommendation

Approve the Fiscal Year 2021-22 Annual Work Plan as presented by the Human Affairs Committee.

M. [Notice of Completion – City Hall Second Floor Orange County Sheriff's Department Substation Tenant Improvement](#) Pages 6M-1 through 6M-7

Staff Recommendation

1. Accept the construction of the City Hall Second Floor Orange County Sheriff's Department Substation Tenant Improvement, Project No. 10546, from the contractor, PCN3, Inc.
2. Authorize the Public Works Director/City Engineer to execute and record the Notice of Completion for the City Hall Second Floor Orange County Sheriff's Department Substation Tenant Improvement.
3. Authorize the City Clerk to release the Payment Bond 35 days from the recordation of the Notice of Completion upon verification with the Engineering Division that no liens have been levied against PCN3, Inc.
4. Authorize the City Clerk to release the Performance Bond upon receipt of a Warranty Bond in the amount of 25% of the construction cost.

N. [Policy and Procedure 202-1 – Investment Policy](#) Pages 6N-1 through 6N-40

Staff Recommendation

Approve, and authorize the Mayor to execute, Policy and Procedure 202-1, Investment Policy, effective December 21, 2021.

O. [Contract Amendment - CivicRec Recreation Management Software System](#) Pages 6O-1 through 6O-11

Staff Recommendation

1. Approve, and authorize the City Manager to execute, Amendment No. 1 to Contract C17-06, by and between the City of San Clemente and CivicPlus, Inc., providing for the CivicRec Recreation Management System. This Amendment increases the contract amount from \$142,000 to \$238,000 (an increase of \$96,000), and extends the contract term by three years.
2. Approve, and authorize the City Manager to execute, Quote No. Q-20992-1 with Civic Plus, Inc., providing for the implementation of the CivicPlus CP Pay payment system.

7. **Public Hearings.** The Public Hearing process includes a staff presentation, a presentation by the applicant not to exceed ten (10) minutes, and public testimony (not to exceed three minutes per speaker). Following closure of the Public Hearing, the City Council will respond to questions raised during the hearing, discuss the issues, and act upon the matter by motion.

A. [215 Avenida Miramar – Historic Property Preservation Agreement 21-209 \(Case de Sofia Mills Act Contract\)](#) Pages 7A-1 through 7A-47

Public Hearing to consider a request to establish an Historic Property Preservation Agreement (Mills Act) for an historic property located at 215 Avenida Miramar (HPPA 21-209).

Staff Recommendation

Adopt Resolution No. 21-57 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING HISTORIC PROPERTY PRESERVATION AGREEMENT 21-209 FOR THE PROPERTY LOCATED AT 215 AVENIDA MIRAMAR.

B. [235 Avenida Miramar – Amendment to Historic Property Preservation Agreement 18-442 \(HPPA 32-342\) \(Virgil Westbrook Residence Mills Act Contract\)](#)

Public Hearing to consider a request to amend the Historic Property Preservation Agreement (Mills Act) for an historic property located at 235 Avenida Miramar.

Staff Recommendation

Adopt Resolution No. 21-58 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING HISTORIC PROPERTY PRESERVATION AGREEMENT 21-342, AMENDMENT TO HISTORIC PROPERTY PRESERVATION AGREEMENT 18-442, FOR THE PROPERTY LOCATED AT 235 AVENIDA MIRAMAR.

8. Unfinished Business.

A. [Use of Electric Bikes and Bicycles](#) Pages 8A-1 through 8A-24

Report from the Beaches, Parks and Recreation Director concerning use of electric bicycles and bicycles.

Staff Recommendation

1. Provide direction on the continued use of electric bicycles on the beach and Beach Trail.
2. Direct Staff to bring back an amendment to SCMC 12.32.130(a) to reflect a prohibition of bicycle and e-bike walking/pushing and parking on the pier.
3. Direct Staff to optimize and increase bicycle racks at the base of the pier.
4. Provide direction on the use of bicycles and electric bicycles on sidewalks within San Clemente.

9. New Business.

A. [Code Amendment - Shopping Carts and Publicly Stored Personal Property](#) Pages 9A-1 through 9A-42

Report from the City Attorney and Code Compliance concerning the possibility of adopting an Ordinance to amend the Code of the City of San Clemente relating to shopping carts and publicly stored personal property and finding the Ordinance not subject to the California Environmental Quality Act.

Staff Recommendation

1. Find that the Ordinance is not subject to the requirements of CEQA for the following reasons:
 - a. The Ordinance does not qualify as a “project” under CEQA and because the Ordinance will not result in a direct or reasonably foreseeable indirect physical change in the environment; and
 - b. The Ordinance is exempt under State CEQA Guidelines Section 15061(b)(3), the general rule exemption, because it can be seen with certainty that there is no possibility that the Ordinance will have a significant effect on the environment.

Staff Recommendation continued on following page

2. Introduce Ordinance No. 1722 entitled AN ORDINANCE OF THE CITY COUNCIL OF SAN CLEMENTE, CALIFORNIA AMENDING TITLES 8 AND 12 OF THE SAN CLEMENTE MUNICIPAL CODE REGARDING SHOPPING CARTS, CRITICAL INFRASTRUCTURE AND PUBLIC STORAGE OF PERSONAL PROPERTY AND FINDING THE ORDINANCE NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
 3. Repeal City Council Resolution No. 18-01.
- B. **Mitigation of Errant Balls at Municipal Golf Course** Agendized at the December 7, 2021 City Council meeting by Mayor James, with the support of Councilmember Ferguson.
- C. **Ballot Measures Concerning the Possibility of Transitioning the Offices of City Treasurer and City Clerk to Appointive Positions** Agendized at the December 7, 2021 City Council meeting by Mayor James, with the support of Councilmember Knoblock and Mayor Pro Tem Duncan. Pages 9C-1 through 9C-9

Staff Recommendation

1. Determine whether to add measure(s) relating to transitioning the City Treasurer and/or City Clerk to appointive offices to either the General Municipal Election ballot of November 8, 2022, or a Special Municipal Election to be held on June 7, 2022.
 2. Direct the City Clerk to return to Council with the resolutions necessary to call an election for the determined election date and to formally request that the Orange County Board of Supervisors allow the City of San Clemente to consolidate its election with the election being conducted on the same date by the Orange County Registrar of Voters.
- D. **Contract Award – City Hall Council Chambers, Office Furniture and Elevator Renovation** Pages 9D-1 through 9D-65

Staff Recommendation

1. Approve the Plans and Specifications for the City Hall Council Chambers Tenant Improvement, Project No. 12563.
2. Approve a supplemental appropriation in the amount of \$484,000 from the Local Cable Infrastructure Fund to Account 018-245-45500-0000 (Machinery and Equipment).
3. Approve, and authorize the Public Works Director/City Engineer to execute, Contract No. C21-61, by and between the City of San Clemente and Thomco Construction, Inc., providing for construction of

the City Hall Council Chambers Tenant Improvement, in the amount of \$1,851,707.

4. Approve, and authorize the Public Works Director/City Engineer to execute, a purchase order with G/M Business Interiors for furniture in accordance with the County of Orange Regional Cooperative Agreement No. RCA-017-18010014 in the amount of \$144,400, for office furniture for the new City Hall Council Chambers Tenant Improvement.
5. Approve, and authorize the Public Works Director/City Engineer to execute, a purchase order with TK Elevator Corporation for interior rehabilitation in accordance with the Source Well Cooperative Agreement in the amount of \$65,500 for the new City Hall Council Chambers Tenant Improvement.

- E. [Pier Bowl Outdoor Dining](#) Agendized at the December 7, 2021 City Council meeting by Mayor James, with the support of Councilmember Ward and Mayor Pro Tem Duncan. Pages 9E-1 through 9E-7

Report from the Economic Development Officer concerning outdoor dining in the Pier Bowl.

Staff Recommendation

Adopt Resolution No. 21-59 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, IMPLEMENTING OUTDOOR DINING FOR RESTAURANTS WITHIN THE PIER BOWL TO BE REGULATED BY LICENSE AGREEMENTS EXECUTED BY THE CITY MANAGER OR HIS DESIGNEE.

- F. [Site Specific Master Plan Review and Update for San Gorgonio Park](#) Agendized at the December 7, 2021 City Council meeting by Mayor James, with the support of Councilmember Ferguson and Mayor Pro Tem Duncan. Pages 9F-1 through 9F-4

Report from the Beaches, Parks and Recreation Director concerning site specific Master Plan review and update for San Gorgonio Park.

Staff Recommendation

1. Approve a supplemental appropriation of \$35,000 from the Unassigned Fund Balance to Parks Maintenance of Other Facilities Account 001-635-43470 purchase of noise-reducing windscreens.
2. Reduce hours of pickleball play to 8 am to dusk, daily.
3. Direct staff to incorporate the site-specific master plan updates of San Gorgonio Park and Richard T. Steed Memorial Park related to pickleball improvements into the FY 2022-23 CIP Budget.

- G. **Consideration of Establishing a Subcommittee of Council to Address the Issue of Massage Establishments in San Clemente** Agendized at the December 7, 2021 City Council meeting by Mayor James, with the support of Mayor Pro Tem Duncan.
10. **Oral Communications (Part 2).** 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. When invited by the Mayor, please step to the podium, and if you wish, state your name and the City in which you reside, and make your presentation, not to exceed three minutes. Subject to very limited exceptions, Council is not permitted to discuss or take action on items that do not appear on the agenda.
11. **Reports.**
- A. **Commissions and Committees**
 - B. **City Manager**
 - C. **City Attorney**
 - D. **Council Members**
- (1) **Update to Council Appointees to Regional Committees, Commissions and Boards** Pages 11D(1)-1 through 11D(1)-5
- Report from the City Clerk concerning an update to Council appointees to regional committees, commissions and boards.
- Staff Recommendation
1. Update Councilmember appointments to various regional committees, commissions and boards.
 2. Determine the Councilmember who will serve as the City's representative to the Orange County Fire Authority Board of Directors. If Council selects a Councilmember other than Mayor Ward (who is the City's current OCFA representative), adopt Resolution No. 21-54, entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, DESIGNATING AND APPOINTING ITS REPRESENTATIVE TO THE ORANGE COUNTY FIRE AUTHORITY'S BOARD OF DIRECTORS, with the direction that the name of the City's new Director be inserted.

12. **Resolutions/Ordinances.**

- A. [Ordinance No. 1720 \(Second Reading\) – Zoning Amendment 21-118 \(Updating Erroneous Permitted Use Table Placement and Definitions for Consistency with the General Plan and State and Federal Law\)](#) Pages 12A-1 through 12A4

Staff Recommendation

Adopt Ordinance No. 1720 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, TO APPROVE AND ADOPT AMENDMENTS TO THE CITY OF SAN CLEMENTE MUNICIPAL CODE TITLE 17, ZONING, UPDATING ERRONEOUS PERMITTED USE TABLE PLACEMENT AND DEFINITIONS FOR CONSISTENCY WITH THE GENERAL PLAN AND STATE AND FEDERAL LAW.

- B. [Ordinance No. 1721 \(Second Reading\) – Water Discharge Pretreatment and Source Control Program](#) Pages 12B-1 through 12B-60

Staff Recommendation

Adopt Ordinance No. 1721 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AMENDING CHAPTER 13.28 OF THE SAN CLEMENTE MUNICIPAL CODE RELATING TO WASTE DISCHARGE PRETREATMENT AND SOURCE CONTROL PROGRAM.

- C. [Ordinance No. 1724 \(Second Reading\) – City Manager’s Authority to Approve City Contracts](#) Pages 12C-1 through 12C-2

Staff Recommendation

Adopt Ordinance No. 1724 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AMENDING THE CODE OF THE CITY OF SAN CLEMENTE AS IT RELATES TO THE CITY MANAGER’S AUTHORITY TO APPROVE AND EXECUTE CITY CONTRACTS.

13. **Adjournment.**

The next Regular Council Meeting is scheduled to take place on January 18, 2022. 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 take place in the Community Center Auditorium, located at 100 N. Calle Seville, San Clemente.

Note: The Regular City Council Meeting of January 4, 2022 was previously cancelled.

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 854. Meetings are also available for live-stream or post meeting viewing from the City's website. 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.

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 Community Center Auditorium, located at 100 North Calle Seville, 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 a Regular Meeting and 24 hours prior to a Special 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. An "Inspection Copy" of agenda materials is also located at the entrance to the Community Center 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 910 Calle Negocio, San Clemente, during normal business hours.

The City Clerk's Department 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, register at <http://san-clemente.org/enotification>.