



5:00 p.m. - Closed Session  
6:00 p.m. - Business Meeting

Mayor Duncan  
Mayor Pro Tem Knoblock  
Councilmember Cabral  
Councilmember Enmeier  
Councilmember Loeffler

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*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 turn it in to the City Clerk or Deputy City Clerk.
- Persons wishing to address Council concerning an agenda 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-agenda item 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.*

### ***CALIFORNIA ENVIRONMENTAL QUALITY ACT***

The California Environmental Quality Act ("CEQA") is the state law that requires the City to evaluate and document the potential environmental consequences of discretionary decision. (See, California Public Resources Code Sections 21000-21189.3; and the "CEQA Guidelines" at California Code of Regulations Title 14, Division 6, Chapter 3, Sections 15000-15387). For each item that requires a CEQA determination by the City Council, there is a reference to that determination on this agenda, and more information regarding the CEQA analysis is included in the documents that accompany this agenda. To the extent that City staff determines that particular items are not subject to CEQA, there will be no indication of a CEQA action on this agenda.

**CLOSED SESSION (5:00 P.M.)****A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Discussion concerning real property transactions in compliance with Government Code section 54956.8 regarding:

1. Real Property Negotiations: 688-142-35  
Property: Lease of an approximate 8,934 sq. ft. freestanding office/warehouse building located at 1030 Calle Negocio  
City Negotiators: Andy Hall, City Manager  
Negotiating Parties: Family Assistance Ministries  
Under Negotiation: Price and terms
2. Real Property Negotiations: APN 679-152-03, APN 678-163-01 and part of APN 678-163-01  
Property: 2.7-acre undeveloped area on the west side of Vista Hermosa Park, 3.3-acre undeveloped lot at the southeast corner of Avenida Vista Hermosa and Camino Vera Cruz, and 2.3-acre undeveloped area at the southwest Avenida Vista Hermosa and La Pata  
City Negotiators: Andy Hall, City Manager, Cecilia Gallardo Daly, Community Development Director and Jonathan Lightfoot, Economic Development Officer  
Negotiating Parties: Orange County Fire Authority  
Under Negotiation: Price and terms
3. Real Property Negotiations: APN 678-163-01  
Property: 1.1-acre undeveloped area west of Courtney's Sandcastle Playground of Vista Hermosa Sports Park  
City Negotiators: Andy Hall, City Manager and Samantha Wylie, Director of Beaches, Parks and Recreation  
Negotiating Parties: Salty Turf  
Under Negotiation: Price and terms

**B. CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION**

Whether to initiate litigation pursuant to Government Code section 54956.9(d)(4)  
Number of Cases: 1

**BUSINESS MEETING (6:00 P.M.)****CALL TO ORDER**

**INVOCATION – Poupak Zadeh, Chairperson, Local Spiritual Assembly of the Baha'is of San Clemente**

**PLEDGE OF ALLEGIANCE****ROLL CALL**

**1. Special Presentations****A. Presentation of Proclamation(s) – California Native American Day and Indigenous People’s Day**

Presentation of Proclamations to Sean Acuna, Tribal Chair, Juaneño Band of Mission Indians, Acjachemen Nation 84B, proclaiming September 22, 2023 as California Native American Day and October 9, 2023 as Indigenous People’s Day.

**B. Orange County Fire Prevention Week**

Presentation of Proclamation to Cheyne Maule, Division Chief, Orange County Fire Authority, declaring October 8-14, 2023 as Fire Prevention Week.

**C. Presentation of Commendation Honoring San Clemente Fire Department Chief Ron Coleman**

Presentation of Commendation to Orange County Fire Authority Division Chief Cheyne Maule, in remembrance of San Clemente Fire Department’s beloved Fire Chief, Ron “Ronny” Coleman.

**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. Under the Ralph M. Brown Act, the City Council cannot act on items raised during public comment but may respond briefly to statements made or questions posed, request clarification or refer the item to staff.

**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. Staff Communications**

**7. 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 CITY COUNCIL ADJOURNED REGULAR MEETING MINUTES OF SEPTEMBER 14, 2023.](#)

**B. Commission/Committee Minutes**

None.

**C. Warrant Register**

- |     |   |                                       |
|-----|---|---------------------------------------|
| (1) | <a href="#"><u>APPROVE WIRE TRANSFER NOS. 2911 THROUGH 2916 AND WARRANT NOS. 590925 THROUGH 591086, PAID ON 9-1-23, IN THE AMOUNT OF</u></a>  | <a href="#"><u>\$2,785,287.93</u></a> |
| (2) | <a href="#"><u>APPROVE WIRE TRANSFER NOS. 2917 THROUGH 2920 AND WARRANT NOS. 591087 THROUGH 591242, PAID ON 9-8-23, IN THE AMOUNT OF</u></a>  | <a href="#"><u>\$5,114,847.56</u></a> |
| (3) | <a href="#"><u>APPROVE WIRE TRANSFER NOS. 2921 THROUGH 2922 AND WARRANT NOS. 591243 THROUGH 591358, PAID ON 9-15-23, IN THE AMOUNT OF</u></a> | <a href="#"><u>\$1,910,802.23</u></a> |
| (4) | <a href="#"><u>APPROVE WIRE TRANSFER NOS. 2923 THROUGH 2926 AND WARRANT NOS. 591359 THROUGH 591549, PAID ON 9-22-23, IN THE AMOUNT OF</u></a> | <a href="#"><u>\$1,871,446.43</u></a> |
|     | TOTAL WARRANT REGISTER  | \$11,682,384.15                       |

**Payroll Register**

WARRANT NO. 914, AUTOMATIC DEPOSIT  
ADVISES 88468 THROUGH 88785, FOR THE  
PERIOD 8-21-23 THROUGH 9-3-23,  
PAID ON 9-8-23, IN THE AMOUNT OF

\$475,868.06

WARRANT NO. 915, AUTOMATIC DEPOSIT  
ADVISES 88786 THROUGH 89092, FOR  
THE PERIOD 9-4-23 THROUGH 9-17-23,  
PAID ON 9-22-23, IN THE AMOUNT OF

\$491,437.23

TOTAL PAYROLL REGISTER

\$967,305.29

**D. ORDINANCE 1759 (SECOND READING) - ZONING AMENDMENT 22-366, AN  
ORDINANCE RELATED TO ZONING PERMIT STREAMLINING**

**Staff Recommendation**

Adopt Ordinance No. 1759 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING ZONING AMENDMENT 22-366 AMENDING CERTAIN SECTIONS AND TABLES OF TITLE 17 (ZONING) OF THE SAN CLEMENTE MUNICIPAL CODE TO CLARIFY, STREAMLINE, AND CONSOLIDATE PERMIT PROCEDURES, WHILE MAINTAINING ADEQUATE REVIEW OF PROPOSALS THAT ARE REGULARLY WITHOUT SIGNIFICANT IMPACTS AND PUBLIC CONCERNS.

**E. NOTICE OF COMPLETION - STORM DRAIN IMPROVEMENTS AT 1601  
CALLE LAS BOLAS**

**Staff Recommendation**

Adopt Resolution No. 23-104, which would:

1. Accept the Storm Drain Improvements at 1601 Calle Las Bolas, CIP Project No. 10015, from the contractor, 3Sixty Innovation, Inc.
2. Authorize the Public Works Director/City Engineer to execute and record the Notice of Completion for the completed Storm Drain Improvements.
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 the contractor, 3Sixty Innovation, Inc.

**F. CONTRACT AWARD - COASTAL ADMINISTRATOR SERVICES**Staff Recommendation

Adopt Resolution No. 23-105, which will:

1. Award a professional services agreement to Summit Environmental Group, Inc. for contract Coastal Administrator services.
2. Approve, and authorize the City Manager to execute, Contract No. C23-56, by and between the City of San Clemente and Summit Environmental Group, Inc., providing for contract Coastal Administrator services, for a term of three (3) years in an amount not to exceed \$165,000 annually.

**G. CONSIDERATION OF APPROVING THE PURCHASE OF WATER METERS FOR FISCAL YEAR 2023-24 AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**Staff Recommendation

Adopt Resolution No. 23-106, which will:

1. Find the project categorically exempt from California Environmental Quality Act (CEQA) under Class 1 (Existing Facilities, 14 CCR section 15301) of the State CEQA Guidelines.
2. Approve the purchase of water meters from Ferguson Waterworks based on the fixed price quote in attachment 2 of the Administrative Report dated October 3, 2023 and on file with the City Clerk.
3. Approve the purchase of water meters from Metron-Farnier based on the fixed price quote in attachment 3 of the Administrative Report dated October 3, 2023 and on file with the City Clerk.
4. Approve the expenditure for water meter purchases for Fiscal Year 2023-24 for a total amount not to exceed \$122,000.

H. **CONSIDERATION OF AUTHORIZING ENTRY FOR CONSTRUCTION - SAN CLEMENTE SHORELINE COASTAL STORM DAMAGE REDUCTION PROJECT**

Staff Recommendation

Adopt Resolution No. 23-107 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AUTHORIZING THE CITY MANAGER AND/OR PUBLIC WORKS DIRECTOR/CITY ENGINEER TO EXECUTE THE AUTHORIZATION FOR ENTRY FOR CONSTRUCTION AND OTHER SUCH DOCUMENTS AS ARE NECESSARY AND PROPER TO CONSTRUCT THE SAN CLEMENTE SHORELINE COASTAL STORM DAMAGE REDUCTION PROJECT.

I. **CONTRACT AWARD - CORONADO LANE/ AVENIDA VICTORIA STORM DRAIN IMPROVEMENTS AND APPROVING A SUPPLEMENTAL APPROPRIATION**

Staff Recommendation

Adopt Resolution No. 23-108, which will:

1. Approve a supplemental appropriation in the amount of \$137,000 from the Storm Drain Fund Depreciation Reserve into Account No. 059-553-43420-000-26001.
2. Award the Coronado Lane/Avenida Victoria Storm Drain Improvements, CIP Project No. 26001, construction contract to GCI Construction, Inc. as the lowest responsible and responsive bidder.
3. Approve, and authorize the City Manager to execute, Contract No. C23-57, by and between the City of San Clemente and GCI Construction, Inc., providing for Coronado Lane/Avenida Victoria Storm Drain Improvements, in an amount of \$95,800, in a form substantially similar to Contract No. C23-57.
4. Approve a 19% project contingency of \$18,200.

J. **APPROVAL OF THE FY 2023-24 BEACHES, PARKS & RECREATION COMMISSION WORK PLAN**

Staff and the Beaches, Parks and Recreation Commission Recommendation

Adopt Resolution No. 23-109 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING THE FY 2023-24 BEACHES, PARKS AND RECREATION COMMISSION WORK PLAN.

**K. CONSIDERATION OF APPROVING TEMPORARY BEER SALES AT THE FRIENDS OF SAN CLEMENTE BEACHES, PARKS AND RECREATION FOUNDATION CARNIVAL COLOSSAL**

Staff Recommendation

Adopt Resolution No. 23-110 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING THE TEMPORARY SALE OF BEER AT THE CARNIVAL COLOSSAL SPECIAL EVENT AT THE VISTA HERMOSA SPORTS PARK HOSTED BY THE FRIENDS OF SAN CLEMENTE BEACHES, PARKS AND RECREATION FOUNDATION.

**L. CONSIDERATION TO SUBMIT A GRANT FUNDING APPLICATION TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR THE 2023 ORANGE COUNTY COMPLETE STREETS PROGRAM**

Staff Recommendation

Adopt Resolution No. 23-111 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, CERTIFYING THAT THE CITY OF SAN CLEMENTE HAS AUTHORIZED THE PROJECT LIST SUBMITTAL FOR FUNDING THROUGH THE ORANGE COUNTY TRANSPORTATION AUTHORITY 2023 COMPLETE STREETS PROGRAM.

**M. CONTRACT AWARD - PARK MONUMENT SIGN REPLACEMENT PROGRAM**

Staff Recommendation

Adopt Resolution No. 23-112, which will:

1. Award the Park Monument Sign Replacement Program (August 2023), CIP Project No. 29103, construction contract to A&D Signs Corp dba America's Instant Signs as the lowest responsible and responsive bidder.
2. Approve, and authorize the City Manager to execute, Contract No. C23-58, by and between the City of San Clemente and A&D Signs Corp dba America's Instant Signs, providing for the Park Monument Sign Replacement Program, in an amount not to exceed \$62,790, in a form substantially similar to C23-58
3. Approve a 10% project contingency of \$6,300.



**N. CONSIDERATION OF REJECTING ALL BIDS FOR THE MONTALVO AND RIVIERA PEDESTRIAN BRIDGES COATING REPLACEMENT**

Staff Recommendation

Adopt Resolution No. 23-113, which will:

1. Reject all bids received on July 27, 2023 for the Montalvo and Riviera Pedestrian Bridges Coating Replacement Project, CIP Project No. 23802.
2. Authorize staff to revise the bid package and re-bid the Montalvo and Riviera Pedestrian Bridges Coating Replacement Project, CIP Project No. 23802.

**O. CONSIDERATION OF REJECTING ALL BIDS FOR THE MARINE SAFETY HEADQUARTERS BUILDING CONCRETE REPAIRS**

Staff Recommendation

Adopt Resolution No. 23-114, which will:

1. Reject all bids received on July 26, 2023 for the Marine Safety Headquarters Building Concrete Repairs Project, CIP Project No. 24805.
2. Authorize staff to revise the bid package and re-bid the Marine Safety Headquarters Building Concrete Repairs Project, CIP Project No. 24805.

**8. 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. PUBLIC HEARING #3 TO RECEIVE INPUT ON DRAFT MAPS AND POTENTIAL ELECTION SEQUENCING FOR BY-DISTRICT ELECTIONS**

Staff Recommendation

Public Hearing to solicit public input on the composition of draft maps and potential sequence of elections in preparation for the transition from at-large to district based elections for City Council pursuant to Elections Code section 10010 and Government Code section 34886, effective for the November 2024 General Municipal Election.

1. Open and conduct a third public hearing.
2. Receive a report from NDC, the demographic consultant, concerning the draft maps proposed, as well as the process for obtaining public input on the draft maps of potential voting districts and potential election

sequencing for by-district elections pursuant to Elections Code § 10010.

3. Invite members of the public to provide feedback on the draft maps and potential election sequencing presented.
4. Provide direction to NDC about any modifications to one or more proposed district maps and the potential election sequencing to implement the by-district election system and close the public hearing.

**B. INTRODUCTION (FIRST READING) PROPOSED ORDINANCE AMENDING SECTION 12.28.030 OF THE MUNICIPAL CODE REGARDING TENTS IN CITY PARKS AND BEACHES, AND FINDING THE ORDINANCE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Staff Recommendation

Continued Public Hearing to consider a proposed ordinance to amend Section 12.28.030 (Tents in City Parks) of the San Clemente Municipal Code to include beaches under its jurisdiction, ensuring that regulations governing the use of such structures in parks are uniformly applicable to beaches.

1. Conduct the continued public hearing.
2. Find the Ordinance exempt from CEQA.
3. Introduce Ordinance No. 1760 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE AMENDING SECTION 12.28.030 OF THE SAN CLEMENTE MUNICIPAL CODE RELATING TO TENTS IN CITY PARKS AND BEACHES AND FINDING THE ORDINANCE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

**C. CONSIDERATION OF APPROVING THE 2022-2023 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) FOR EXPENDITURE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

Staff Recommendation

Public Hearing regarding the 2022-23 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG).

Adopt Resolution No. 23- 115 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING AND ADOPTING THE 2022-2023 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) FOR SUBMITTAL TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

**9. Unfinished Business**

None.

**10. New Business****A. INTRODUCTION (FIRST READING) OF CODE AMENDMENT TO CHANGE THE ARTS AND CULTURE COMMITTEE FROM FIVE TO SEVEN MEMBERS AND UPDATING THE DUTIES OF THE BEACHES, PARKS AND RECREATION COMMISSION****Staff Recommendation**

Introduce Ordinance No. 1761 entitled AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AMENDING CHAPTER 2.28 OF THE MUNICIPAL CODE OF THE CITY OF SAN CLEMENTE, RELATING TO THE BEACHES, PARKS AND RECREATION COMMISSION AND CHAPTER 2.45 RELATING TO THE ARTS AND CULTURE COMMITTEE.

**B. CITY COUNCIL CORRESPONDENCE WITH ORANGE COUNTY SUPERVISOR FOLEY**

(Agendized by Councilmember Cabral, with the support of Mayor Pro Tem Knoblock and Councilmember Loeffler, at the September 14, 2023 City Council meeting.)

**Staff Recommendation**

Provide direction in relation to correspondence with Supervisor Foley.

**C. DISCUSSION OF A PROHIBITION ON COVID-19 MASK AND VACCINE MANDATES IN SAN CLEMENTE**

(Agendized by Mayor Pro Tem Knoblock, with the support of Councilmember Cabral at the September 14, 2023 City Council meeting.)

**11. 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. Under the Ralph M. Brown Act, the City Council cannot act on items raised during public comment but may respond briefly to statements made or questions posed, request clarification or refer the item to staff.

**12. Future Agenda Items****13. Reports**

- A. Commissions and Committees**
- B. Council Subcommittee Updates**
- C. Council Members**
- D. City Attorney**
- E. City Manager**

**14. Adjournment**

Adjourn in memory of San Clemente Fire Department Chief Ron Coleman. The next Regular Council Meeting is scheduled to take place on October 17, 2023. Closed Session will begin at 5:00 p.m. and the Regular Business Meeting will begin at 6:00 p.m. The meeting will take place in the Council Chambers, located at 910 Calle Negocio, 2nd Floor, 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 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 Council Chambers, located at 910 Calle Negocio, 2nd floor, San Clemente. Closed Session 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, 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 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>.