

City Manager Weekly Update

TO: Mayor and City Council Members
City Commissioners

FROM: Benjamin Siegel, City Manager

DATE: June 18, 2020

SUBJECT: Weekly Update

City Council Candidate Nomination Period: The filing period to run for City Council (Districts 1 and 5) in the November 3 General Municipal Election opens Monday, July 13, and ends Friday, August 7. Candidates must be registered voters and reside in either District 1 or District 5 in San Juan Capistrano. A [district map](#) is available on the City's website. Nomination papers must be signed by no less than 20 or no more than 30 registered voters residing in the district in which the candidate resides. There is no cost for filing nomination papers. All forms required for nomination and election to municipal office are furnished by and filed with the City Clerk. Appointments to obtain the candidate's packet and review the information with the City Clerk are required. The City Clerk's office will be open by appointment Monday through Thursday from 7:30 a.m. to 5:30 p.m., and Fridays from 7:30 a.m. to 4:30 p.m. during the nomination period. For additional information, please call the Office of the City Clerk at (949) 443-6309.

Deputy Rescues Stolen Horse: On Tuesday, June 16, San Juan Capistrano Police Services Deputy Ricketts started his shift like any normal day. To his surprise, at 1:00 a.m. Deputy Ricketts was dispatched to a call involving a horse found in a City parking lot. When he arrived at the vacant parking lot on Ramos Street and Paseo Adelanto, he found a Holsteiner gelding. Having experience riding horses as a teenager, Deputy Ricketts was able to calm and corral the horse until Animal Services personnel arrived. Deputy Ricketts placed a bridle on the horse and walked it back to the substation while other deputies worked to find the owner. Deputies were able to reunite *Quito*, a former Grand Prix jumper, with its grateful owners. Security footage from the stables helped investigators identify a suspect who was quickly arrested on suspicion of felony burglary and grand theft. Many thanks to Deputy Ricketts, County Animal Services and the investigative team for bringing a happy ending to this old-fashioned San Juan horse caper.



Small Business Grant Relief Program: The Small Business Grant Relief Program will support small businesses and organizations impacted by COVID-19 in Orange County Supervisorial District Five. Grants up to \$10,000 will be available to eligible small businesses and non-profits within the district. An informational webinar is scheduled for tomorrow (Friday, June 19) at 2:00 p.m. Businesses and non-profits can register for the webinar at <https://bit.ly/D5webinar>. The grant application period will open Monday, June 22 at 8:00 a.m. and will run through June 28 at 5:00 p.m. A randomized selection of eligible applicants will take place on July 2 with grants being awarded shortly thereafter. Please see the attached flyer, in both English and Spanish, for additional information.

Fourth of July Drive-in Fireworks Show: Reserve your space today for the Fourth of July “Drive-in” Fireworks Show at the Sports Park. Advanced reservations will be required for entry into the free event. Please visit the City’s [website](#) to reserve your space today as the show is likely to fill up quickly. Reserved parking accommodations are available for San Juan Capistrano residents only, and a City address will be required to complete your reservation. To safely and efficiently coordinate the parking for all attendees, three parking time slots are available beginning at 7:00 p.m. Attendees will be directed to available parking spaces located within the Sports Park, Marco Forster Middle School, Del Obispo Elementary School and Kinoshita Elementary School parking lots. Public parking along the surrounding streets will also be available on a first come, first served basis. Pedestrians or cyclists will not be admitted onto the grounds. For those who would prefer to watch the show from home, the fireworks display as well as accompanying music will be livestreamed on the City’s website. Please see the attached flyer for additional event details.

Patriotic Porch Party Decorating Contest: Begin the Independence Day celebration early by participating in the City’s first ever Patriotic Porch Party decorating contest. Residents are encouraged to decorate their porch or driveway in a red, white and blue patriotic theme for a chance to win a grand-prize bike from Buy My Bikes. Honorable mention will also be given to *most creative*, *most fun* and *most patriotic*. Make sure to wave to your City Councilmembers as they drive through town on a City trolley from 4:00 p.m. to 7:00 p.m. on Friday, July 3, to judge the entries. Winners will be announced prior to the Fourth of July “Drive-in” Fireworks Show the following evening. Please see the attached flyer for additional details, including contest entry instructions.

Association of American Retired Persons (AARP) Tax Preparations: We are pleased to announce that AARP will resume assisting seniors in preparing limited tax returns at the Community Center on Tuesdays and Thursdays, beginning Tuesday, June 23 through Tuesday, July 14. Services will be available for only those seniors with previously scheduled appointments cancelled due to COVID-19. City staff and AARP volunteers will be following all state and local health official guidelines. For more information, please call the Community Services Department at (949) 493-5911.

UPCOMING CITY COUNCIL AGENDA ITEMS (*Tentative and Subject to Change*)

July 7, 2020

- Purchase and Sale Agreement with Ganahl Lumber for Lower Rosan Property
- Tentative Tract Map for The Farm Residential Development Project
- Proclamation of Wildfire Awareness and Prevention Month

July 21, 2020

- Tirador Residential Development Project
- Award of Construction Contract for the Paseo Adelanto Parking Lot Expansion
- Fiscal Year 2019-20 Third Quarter Financial Report



Small Business Grant Relief Program

About Supervisor Lisa Bartlett Fifth District



Supervisor Lisa Bartlett serves as Fifth District Supervisor for the County of Orange representing the 650,000 residents in south Orange County.

The Fifth District encompasses the cities of Aliso Viejo, Dana Point, Laguna Beach, Laguna Hills, Laguna Niguel, Laguna Woods, Lake Forest, Mission Viejo, Rancho Santa Margarita, San Clemente, San Juan Capistrano, portions of Irvine, as well as the unincorporated areas of Coto de Caza, Emerald Bay, Ladera Ranch, Las Flores, Rancho Mission Viejo, Stonecliffe, and Wagon Wheel.

About the Grant Program



The Small Business Grant Relief Program will support small businesses and organizations impacted by COVID-19 in Orange County Supervisorial District Five. Grants up to \$10,000 will be available to eligible small businesses and non-profits within the district.



INFORMATIONAL WEBINAR June 19 - English - 2:00 P.M.

Don't miss these informational sessions as officials from the Small Business Development Center (SBDC) present information on the grant program and answer your questions live!

Register Here: <https://bit.ly/D5webinar>



Eligibility

Applicant Eligibility

- Must be a for-profit business* or non-profit organization*
- Must have been affected by COVID-19
- Home based businesses are not eligible
- Small business must have no more than 25 employees (FTE)
- Independent contractors and sole proprietors are eligible
- Must be located within Orange County's Fifth District
- Business must provide proof of operations for the past 12 months in a city or unincorporated community within the Fifth District
- Small businesses and non-profits who received prior Federal and state disaster funding are eligible, however funding must be used on alternative eligible expenses

* In order to qualify, businesses or non-profit organizations must be eligible to receive federal funding.



Criteria

The business applicant must prove that their business has been affected by COVID-19 in at least one of the following ways:

- Sales from the business are down more than 25% compared to the previous three months. (Prior to March 1, 2020)
- The business has had to lay off at least one of its employees (full or part time)
- The business was forced to shut down by the state or local government.



Grant Selection

The randomized selection will be broken down by city, within the Fifth Supervisorial district, with one allocation to account for the portions of Irvine and unincorporated communities. The total value of grant awards will be based on the percentage of population of each city/unincorporated area. Grant disbursements will be based on an 80% for-profit and 20% non-profit basis.



Use of Funding

Businesses and non-profits may apply for up to \$10,000 in funding for use on the following eligible expenses:

Rent, payroll (as long as PPP funding was not received) utilities, insurance, accounts payable, personal protective equipment (PPE) and inventory. Businesses must be able to show proof of how funds were spent.

Need Help? Contact the SBDC!



The Small Business Development Center (SBDC) can help you with your application and help awardees with additional funding requirements - at no cost.

Contact Us at 1-800-616-7232 or visit us online to book an appointment at: ociesmallbusiness.org



Based on popular demand and an additional webinar, the application will now open on June 22, 2020!



For More Information Visit The Small Business Development Center at <https://ociesmallbusiness.org/ocdistrict5/>



Programa Para Conceder Alivio a Empresas Pequeñas



Información sobre La Supervisora Lisa Bartlett Quinto Distrito



La Supervisora Bartlett del Quinto Distrito del Condado de Orange representa a 650,000 residentes del sur del Condado de Orange.

El Quinto Distrito abarca las ciudades de Aliso Viejo, Dana Point, Laguna Beach, Laguna Hills, Laguna Niguel, Laguna Woods, Lake Forest, Mission Viejo, Rancho Santa Margarita, San Clemente, San Juan Capistrano, portions of Irvine, as well as the unincorporated areas of Coto de Caza, Emerald Bay, Ladera Ranch, Las Flores, Rancho.

Información Acerca del Programa

El Programa Para Conceder Alivio A Empresas Pequeñas apoyará a empresas pequeñas y organizaciones afectadas por COVID-19 del Distrito Cinco del Condado de Orange. Fondos de hasta \$10,000 estarán disponibles para empresas pequeñas elegibles y organizaciones sin fines de lucro dentro del distrito.



SEMINARIOS INFORMATIVOS

June 11 - Inglés - 12:00 P.M.

June 12 - Español - 12:00 P.M.

¡No se pierda estas sesiones informativas ya que los funcionarios del Condado y del Centro de Desarrollo de Empresas Pequeñas (SBDC) presentan información sobre el programa de ayuda económica y responden a sus preguntas en vivo!

Regístrese Aquí: <https://tinyurl.com/D5webinar>



Eligibilidad

Eligibilidad del Solicitante

- Debe ser para un negocio con fines de lucro* o organización sin fines de lucro*
- Debe haber sido afectado por COVID19
- Empresas basadas en el hogar no son elegibles
- La pequeña empresa no debe tener más de 25 empleados (empleados tiempo completo)
- Contratistas independientes y propietarios únicos son elegibles. Debe estar ubicado dentro del Quinto Distrito del Condado de Orange.
- El negocio debe proporcionar prueba de operaciones de los últimos 12 meses en una ciudad o comunidad no incorporada dentro del Quinto Distrito.
- Las pequeñas empresas y las organizaciones sin fines de lucro que recibieron fondos federales y estatales previos para desastres son elegibles, sin embargo, los fondos deben utilizarse para gastos alternativo elegible.

* Para calificar, las empresas o organizaciones sin fines de lucro deben ser elegibles para recibir fondos federales.



Criterio

El solicitante de la empresa debe demostrar que COVID19 ha afectado su empresa al menos de una de las siguientes maneras:

- Las ventas del negocio han caído más del 25% en comparación con los tres meses anteriores. (Antes de 1 Marzo 2020)
- La empresa ha tenido que despedir al menos a uno de sus empleados (de tiempo completo o tiempo parcial)
- El gobierno estatal o local obligo al negocio a cerrar.



Selección Para Conceder

La selección aleatoria se desglosará por ciudad, dentro del quinto distrito de supervisión, con una asignación para dar cuenta de las porciones de Irvine y las comunidades no incorporadas. El valor total de las subvenciones se basará en el porcentaje de población de cada ciudad/área no incorporada. Los desembolsos de las subvenciones se basarán en un 80% con fines de lucro y un 20% sin fines de lucro.

Fechas Para Aplicar

June 19, 2020, 8:00 a.m.

hasta

June 23, 2020, 5:00 p.m.



Uso de Fondos

Las empresas pequeñas y organizaciones sin fines de lucro pueden solicitar hasta \$10,000 dólares en fondos para usar en los siguientes gastos elegibles:

Renta, nomina (siempre y cuando no se hayan recibido fondos PPP), servicios públicos, seguros, cuentas por pagar, equipo de protección personal (PPE) e inventario. Las empresas deben poder mostrar pruebas de cómo se gastaron los fondos.

¿Necesita Ayuda?

¡Póngase en Contacto con el SBDC!



El centro de Desarrollo de Pequeñas Empresas puede ayudar con su solicitud y a los premiados con requisitos de financiación adicionales - sin costo alguno.

Comuníquese al 1-800-616-7232 o visítenos en nuestra página de internet para reservar una cita en: ociesmallbusiness.org

Para más información visite la página de internet de El centro de Desarrollo de Pequeñas Empresas <https://ociesmallbusiness.org/ocidistrict5/>

CITY OF SAN JUAN CAPISTRANO DRIVE-IN 4TH OF JULY FIREWORKS SHOW



SATURDAY, JULY 4TH ★ 9 PM
AT THE SPORTS PARK

PARKING RESERVATIONS REQUIRED

**ATTENDEES ARE REQUIRED TO WATCH THE SHOW FROM THEIR VEHICLE
(PEDESTRIAN AND CYCLING TRAFFIC WILL NOT BE PERMITTED)**

- ★ REGISTRATION IS OPEN NOW ON THE CITY'S WEBSITE THROUGH JUNE 25TH (OR UNTIL SOLD OUT).
- ★ LIMITED PARKING ACCOMODATIONS WILL BE MADE AVAILABLE TO SAN JUAN CAPISTRANO RESIDENTS BY **REGISTRATION ONLY**. NO SAME DAY REGISTRATIONS WILL BE AVAILABLE.
- ★ FOR LIVESTREAMING OPTIONS AND ADDITIONAL INFORMATION (INCLUDING ON/OFF STREET PARKING) PLEASE VISIT OUR WEBSITE OR CALL COMMUNITY SERVICES AT (949) 493-1171.
- ★ ALL REGISTERED ATTENDEES MUST ADHERE TO SOCIAL DISTANCING REQUIREMENTS.

**VISIT [SANJUANCAPISTRANO.ORG/EVENTS](https://sanjuancapistrano.org/events)
TO REGISTER TODAY!**



a special Thank you to our sponsors:



RANCHO MISSION VIEJO



THE CITY OF
**SAN JUAN
CAPISTRANO**



INVITES YOU TO PARTICIPATE IN THE

Patriotic Porch Party Decorating Contest



**DECORATE YOUR PORCH AND/OR DRIVEWAY IN
A RED, WHITE & BLUE PATRIOTIC THEME**

**ONE GRAND-PRIZE WINNER WILL
RECEIVE A BIKE FROM BUYMYBIKES (BMB)!**

- ★ Apply on sanjuancapistrano.org/events by Thursday, June 25th.
- ★ Honorable mentions will be given on sanjuancapistrano.org to:
Most Creative • Most Fun • Most Patriotic
- ★ BONUS POINTS for live entertainment on your own property, music, inflatables on the grass, and/or family engagement! Be creative & get festive!
- ★ All houses must be decorated by Friday, July 3rd, at 3:00pm. City Council judges will be cruising around town on a trolley from 4:00pm to 7:00pm that day.

A Special thanks to our Sponsor:



**Parks
Make
Life
Better!**

#SJC4thofJulyPorchParty

For more information about this contest or the 4th of July Fireworks Show, visit sanjuancapistrano.org/events or call Community Services at (949) 443-6340





City of San Juan Capistrano

Fourth of July Patriotic Porch Party Decorating Contest



ENTRY FORM

Please complete the following:

Name	First	Last
Address	Unit #	
Phone		
Email		

Is your residence in a private gated community? If so, please notify the guard on duty or provide a gate entry code.

Gate Code: _____

- **Application Deadline: Thursday, June 25, at midnight**
- **Decorating must be complete by 3:00 pm on Friday, July 3**
- **Entries will be judged July 3, between 4:00 -7:00 pm**

Contest winner and honorable mentions for most creative, most fun and most patriotic will be made public on sanjuancapistrano.org

I acknowledge that my submittal will be subject to video recording and photography. I hereby authorize the City of San Juan Capistrano to post videos and photos on social media and the city website.

Signature _____ Date: _____

