

# City Manager Weekly Update

**TO:** Mayor and City Council Members  
City Commissioners

**FROM:** Benjamin Siegel, City Manager

**DATE:** August 27, 2020

**SUBJECT:** **Weekly Update**

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**San Juan Capistrano CARES Grant Program:** In response to the COVID-19 pandemic, Congress provided funding to states under the Coronavirus Aid, Relief and Economic Security Act (CARES) to be used to mitigate the impacts of COVID-19. The State of California has made a portion of its CARES funds available to municipalities. The City's share of these funds is \$450,000. On August 18, the City Council approved a spending plan to distribute this money in the form of small business and nonprofit grants, rental assistance to individuals and financial support to local nonprofit organizations that provide essential food distribution services to city residents.

## *Nonprofit Food Distribution Grant Program*

Grants up to \$25,000 are available to nonprofit organizations that are headquartered in San Juan Capistrano, are actively operating an established food distribution program that regularly serves in excess of 200 families per week and are able to demonstrate adverse financial impacts due to COVID-19. Interested organizations must complete and return the attached application by Monday, September 14. Please see the attached program overview for complete application instructions. For additional questions, please contact Matisse Reischl at (949) 443-6315 or [mreischl@sanjuancapistrano.org](mailto:mreischl@sanjuancapistrano.org).

## *Small Business and Nonprofit Relief Program*

In partnership with the Small Business Development Center (SBDC) hosted by Cal State Fullerton, the City is offering grants up to \$10,000 to small businesses and nonprofit organizations that have been financially impacted by COVID-19. Prior to the application period opening on Thursday, September 10, City officials and SBDC will be hosting two informational webinars for prospective applicants to explain eligibility criteria and required documentation. Webinars will take place on Thursday, September 3 at 12:00 p.m. (English) and Tuesday, September 8 at 5:00 p.m. (English and Spanish). Webinar registration is now open and available on the SBDC [website](#). On September 10, the application portal will be accessible through the homepage of the City's website.

## *Rental Assistance to San Juan Capistrano Families*

Grants equal to one month's worth of rent will soon be available to San Juan Capistrano families who meet designated income levels. Application materials will be widely advertised once finalized.

**American Red Cross Blood Drive Series:** In partnership with the American Red Cross, the City is hosting a monthly blood drive through the end of the year. Appointments will be available on September 28, October 21, November 18 and December 17 from 9:30 a.m. to 3:30 p.m., at the San Juan Capistrano Community Center located at 25925 Camino Del Avion. Sign up for an appointment at the American Red Cross [website](#) using sponsor code *CityofSJC*. Social distancing safety measures will be in place, including an outdoor check-in station and social distanced waiting areas. Participants will also be required to wear a face covering during their appointment. For additional information, please see the attached flyer or contact Lindsey Stigall at (949) 443-6380.

**County Opens Second COVID-19 Testing Supersite:** On Wednesday, August 26, the County opened a second COVID-19 testing supersite at the OC Fair & Event Center in Costa Mesa. Operating hours are Monday – Friday from 7:00 a.m. to 3:00 p.m. Orange County residents who meet California Department of Public Health criteria for testing priority may register [online](#). Individuals with COVID-19 symptoms, individuals who have been in contact with people known to have COVID-19, healthcare workers, first responders, residents and employees of congregate living facilities, and essential workers (grocery store, food supply, utility workers, public employees and teachers) will receive priority access to testing. Please direct questions to testing site staff at (800) 446-8888. For additional information regarding testing as well as other testing sites across Orange County, please visit <https://occovid19.ochealthinfo.com/covid-19-testing>.

**County's Back2Business Initiative Update:** As part of the County's Back2Business Initiative, which is designed to provide information and resources to businesses impacted by COVID-19, small businesses now have the opportunity to access free floor plan software to quickly create, reconfigure, or update indoor or outdoor business space to meet social distancing requirements. To access the free software, please visit the OC Community Services Back2Business [webpage](#) or call (714) 480-6500.

**OC Fair "Food Drive-Thru":** From August 28 through August 30, the OC Fair will be hosting a "drive-thru" event where Orange County residents can enjoy their favorite classic fair treats like funnel cake, corn dogs and more, all from the safety of their vehicle. Vendor staff will take orders from each vehicle and masks will be required. For additional information, please visit the OC Fair [website](#).

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

### **September 1, 2020**

- Specific Plan Initiation Request for the City-owned Downtown Playhouse Site
- Specific Plan Amendment Request for the Los Rios Specific Plan (expanded alcohol service)

### **September 15, 2020**

- Approval of Northwest Open Space Specific Plan

# *SAN JUAN CAPISTRANO CARES*

## **NONPROFIT FOOD DISTRIBUTION GRANT PROGRAM**



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In order to support nonprofit organizations that provide essential food distribution services to the San Juan Capistrano community, grants up to \$25,000 are available to nonprofit organizations that are:

1. Headquartered in San Juan Capistrano
2. Operating an established, well-functioning food distribution program that regularly feeds in excess of 200 San Juan Capistrano families per week.
3. Able to demonstrate adverse impacts from COVID-19
  - a. Reduction in revenue and/or contributions to the organization; and/or
  - b. Increase in cost associated with operating under COVID-19 conditions

Nonprofits applying for funding must meet the eligibility criteria listed above. Please note that due to limited funds, not all applications submitted may receive funding. A complete application does not guarantee funding.

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### **Application Process:**

- Please complete and return the attached application by Monday, September 14 at 5:00 p.m.
  - Mail to: City Hall 32400 Paseo Adelanto, San Juan Capistrano CA 92675  
Attention: Matisse Reischl, Senior Management Analyst, or via e-mail to [mreischl@sanjuancapistrano.org](mailto:mreischl@sanjuancapistrano.org).
- Applications must be complete to be considered for funding.
- Organizations will be notified on Friday, September 18 of grant award status.
- For questions, please contact Matisse Reischl, Senior Management Analyst at (949) 443-6315 or [mreischl@sanjuancapistrano.org](mailto:mreischl@sanjuancapistrano.org).



# SAN JUAN CAPISTRANO CARES NONPROFIT FOOD DISTRIBUTION GRANT APPLICATION

## APPLICATION CRITERIA QUESTIONNAIRE

NONPROFIT NAME:

APPLICANT CONTACT:

NONPROFIT PHONE #:

NONPROFIT ADDRESS:

DISTRIBUTION LOCATION:

# OF RESIDENTS SERVED:  
(WEEKLY)

In addition to the eligibility criteria above, please attach a cover letter outlining the following:

- Description of your organization's established food distribution program currently operating in San Juan Capistrano.
- Description of how your organization has been impacted financially by COVID-19.

AND

- Please attach copies of your organization's primary operating bank account for April, May, and June 2019 and April, May, and June 2020.

## APPLICANT CERTIFICATION

I, \_\_\_\_\_ (Applicant Name), certify that the information provided in this questionnaire is accurate, will provide additional supporting documentation if requested, and commit to using all funds received for costs of food distribution by December 30, 2020.

# WE'RE ALL IN THIS *Together*



**American  
Red Cross**

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## **City of San Juan Capistrano *American Red Cross Blood Drive***

**Located at the Community Center  
25925 Camino Del Avion, San Juan Capistrano 92675**

***Monday, September 28th***

***Wednesday, October 21st & November 18th***

***Thursday, December 17th***

**9:30 AM – 3:30 PM**

**To schedule your appointment, go to [redcrossblood.org](http://redcrossblood.org)  
use Sponsor Code: CityofSJC or [CLICK HERE](#)  
or contact Lindsey Stigall (949) 443-6380**

The American Red Cross is excited to introduce RapidPass, a new tool that allows blood donors to help save lives in less time. Visit [redcrossblood.org/RapidPass](http://redcrossblood.org/RapidPass) **RAPIDPASS**

Download the Blood Donor App today. Get your digital donor card, schedule your next appointment, track your life saving donations, view your blood pressure, and follow your donation on its way to a hospital.

**\*\*NEW! All blood donations are now tested for COVID-19 antibodies. [redcrossblood.org/antibodytesting](http://redcrossblood.org/antibodytesting)**

**Schedule a blood donation appointment today:**

**Download the Blood Donor App | [RedCrossBlood.org](http://RedCrossBlood.org) | 1-800-RED CROSS | 1-800-733-2767**

\*Offers and items are non-transferable and are not redeemable for cash. Items are available while supplies last. ©2020 The American National Red Cross | 287501 W