

# City Manager Weekly Update

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

**FROM:** Benjamin Siegel, City Manager

**DATE:** November 4, 2021

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

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**Veterans Day City Hall Closure:** City Hall and the Community Center will be closed on Thursday, November 11, in observance of Veterans Day. Both facilities will re-open on Friday, November 12, for regular business hours.

**OC Veterans and Military Family Career Fair:** On Wednesday, November 17, the Orange County Workforce Development Board will host a career fair designed for veterans and military families at the County Operations Center (1300 S. Grand Avenue, Santa Ana) from 10:00 a.m. to 2:00 p.m. Interested job seekers will have the opportunity to connect with top regional businesses and interview onsite. For additional information and to register, please visit the event [website](#).

**Trampas Canyon Reservoir & Dam Tour:** On Thursday, November 18, the Santa Margarita Water District invites the San Juan Capistrano community to participate in a tour of the Trampas Canyon Reservoir, Orange County's largest recycled water reservoir. The tour bus will leave the Ground Water Recovery Plant located at City Hall (32400 Paseo Adelanto) promptly at 3:30 p.m. Please see the attached flyer for registration instructions. Effective November 15, the City's water and sewer utility systems will transfer to the Santa Margarita Water District. For questions or additional information, please contact Nicole Stanfield, Public Information Manager, at [nicoless@smwd.com](mailto:nicoless@smwd.com).

**Upcoming E-waste and Shredding Event:** To commemorate "America Recycles Day," the City is partnering with Goodwill of Orange County and Southern California Shredding Inc. for an e-waste and shredding event on Saturday, November 13, from 8:00 a.m. to 11:00 a.m. in the City Hall parking lot (32400 Paseo Adelanto). Dispose of electronic waste such as old cell phones, computers, printers, microwaves, and other small appliances free of charge. This event will also provide an opportunity to have sensitive records securely destroyed at no cost. Please see the attached flyer for complete event details. For questions, please contact [environment@sanjuancapistrano.org](mailto:environment@sanjuancapistrano.org) or (949) 234-4400.

**Online Public Records Request Portal Now Live:** This week, the City launched an online public records request system. By visiting the dedicated page on the City's [website](#), members of the community have the ability to submit requests, track responses, and access requested documents easily and efficiently online. For additional information or assistance utilizing the new program, please contact the City Clerk's Office at [cityclerk@sanjuancapistrano.org](mailto:cityclerk@sanjuancapistrano.org) or (949) 493-1171.

**Upcoming E-Bike Safety Course:** The City will host a free e-bike safety course at City Hall (32400 Paseo Adelanto) on Saturday, November 20, from 9:00 a.m. to 12:00 p.m. League of American Bicyclist certified instructors from the San Diego County Bicycle Coalition will provide a course comprised of lecture and discussion, hands-on skills training in the City Hall parking lot, and a one-hour guided ride where participants will have the opportunity to test their newly developed skills. For additional information and to register, please visit the San Diego County Bicycle Coalition [website](#). Priority registration will be given to San Juan Capistrano residents; nonresidents may be placed on a waitlist should interest exceed capacity. Following the course, a virtual presentation will also be made available on the City's website.

**Free Sandbags Available:** During the rainy winter months, the City provides empty sandbags to residents free-of-charge for flood control purposes. San Juan Capistrano residents can pick up ten empty sandbags at City Hall, located at 32400 Paseo Adelanto, during regular business hours. Additionally, the Orange County Fire Authority provides empty sandbags at Fire Station 7, located at 31865 Del Obispo Street. Residents can fill their own bags using the sand pile located in the Library parking lot at 31495 El Camino Real, or purchase filled sandbags at a variety of suppliers. Please see attached list for additional information. Residents are encouraged to contact suppliers first to confirm availability.

**Citizens' Bond Oversight Committee Vacancy:** Applications are being accepted from San Juan Capistrano residents to fill vacancies on the Citizens' Bond Oversight Committee. Appointees will serve a term through December 10, 2023. Applications will be accepted until 4:30 p.m., November 19. Applications are available on the City's [website](#) and at the Office of the City Clerk, 32400 Paseo Adelanto. For additional information, please contact the Office of the City Clerk at (949) 493-1171.

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

### **December 7, 2021**

- 2021 Mayor's Community Awards
- Selection of Mayor and Mayor Pro Tem
- Selection of Riding Park Operator to Begin Lease Negotiations
- Specific Plan Amendment Request for the Los Rios Specific Plan (expanded alcohol service)



Santa Margarita  
Water District

# TOUR OC'S *Largest* RECYCLED WATER RESERVOIR

NOVEMBER 18, 2021  
3:30-5:30 PM



**BUS LEAVES PROMPTLY AT 3:30 PM**

GROUND WATER RECOVERY PLANT AT CITY HALL  
32400 PASEO ADELANTO, SAN JUAN CAPISTRANO  
Masks are recommended on the bus for unvaccinated guests

**SCAN THE QR CODE BELOW TO REGISTER**

Or visit <https://bit.ly/2ZoDgTg>



*1.6*  
*Billion Gallons*  
**TRAMPAS CANYON  
RESERVOIR & DAM**

*Questions?*

Please contact Nicole Stanfield via email  
at [nicoless@smwd.com](mailto:nicoless@smwd.com)



Celebrating  
**America Recycles Day**  
November 15



## **FREE E-WASTE AND SHREDDING EVENT**

**Saturday, November 13, 2021**

**8:00 am to 11:00 am**

*Located at:  
City Hall Parking Lot  
32400 Paseo Adelanto*

**THE EVENT IS ON A FIRST COME, FIRST SERVE BASIS.  
ONCE THE TRUCKS ARE FULL, THE EVENT WILL CLOSE.**

### **Goodwill E-Waste Collection**



Goodwill will collect old TV sets, computers, printers and other electronic items (known as E-waste). Bring your E-waste to this event and you'll be providing job training and green jobs to people with disabilities and other barriers while helping to save the planet.

### **Document Shredding**

Southern California Shredding will provide document shredding services. **There is a limit of four standard size file boxes per car.** No binders, wet documents, hanging file folders, cardboard, plastic bags or plastic media and no magazines or newspapers.



**THE FOLLOWING COVID PROTOCOLS MUST BE OBSERVED**

- ➡ WEAR A FACE MASK    ➡ ITEMS MUST BE IN A BOX OR BAG
- ➡ PLACE ALL ITEMS IN YOUR CAR TRUNK    ➡ REMAIN IN YOUR CAR
- ➡ RELEASE YOUR TRUNK FOR STAFF TO RETRIEVE ITEMS

## Locations to get Sandbags other than City Hall

### Home Depot

#### Home Depot - Mission Viejo - Store #614

6.72 miles from San Juan Capistrano

27952 Hillcrest

Mission Viejo, CA 92692

949-364-1900

Store Hours:

Monday - Saturday: 6AM to 9PM

Sunday: 7AM to 8PM

#### Home Depot - Laguna Niguel - Store #1077

9.51 miles from San Juan Capistrano

27401 La Paz Road

Laguna Niguel, CA 92677

949-831-6398

Store Hours:

Monday - Saturday: 6AM to 9PM

Sunday: 7AM to 8PM

#### Home Depot - Lake Forest - Store #6668

9.98 miles from San Juan Capistrano

20021 Lake Forest Dr

Lake Forest, CA 92630

949-609-0221

Store Hours:

Monday - Saturday: 6AM to 9PM

Sunday: 7AM to 8PM

#### Home Depot - El Toro - Store #1840

9.99 miles from San Juan Capistrano

23651 El Toro Road

Lake Forest, CA 92630

949-206-0113

Store Hours:

Monday - Saturday: 6AM to 9PM

Sunday: 7AM to 8PM

#### Home Depot - Laguna Hills - Store #6628

11.02 miles from San Juan Capistrano

24332 El Toro Road

Laguna Hills, CA 92653

949-598-9171

Store Hours:

Monday - Saturday: 6AM to 9PM

Sunday: 7AM to 8PM

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### Ganahl Lumber - ALL SUNDAY CLOSED

#### Ganahl Lumber - Capistrano Beach

34162 Doheny Park Dr

Capistrano Beach, CA 92624

949-496-5765

Store Hours:

Monday - Friday: 6AM to 5PM

Saturday: 730AM to 4PM

#### Ganahl Lumber - Laguna Beach

1765 Laguna Canyon Road

Laguna Beach, CA 92651

949-494-6538

Store Hours:

Monday - Friday: 630AM to 5PM

Saturday: 730AM to 4PM

#### Ganahl Lumber - Lake Forest

23132 Orange Ave.

Lake Forest, CA 92630

949-830-3600

Store Hours:

Monday - Friday: 6AM to 5PM

Saturday: 730AM to 5PM

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### Other Resources

#### Saddleback Materials

20712 Indian Ocean Dr

Lake Forest, CA 92630

888-345-7263

#### eSandbags.com

<http://www.esandbags.com>

800-275-5637

#### Sepulveda Building Materials

28092 Forbes Road

Laguna Niguel, CA 92677

949-347-2100

Store Hours:

Monday - Friday: 630AM to 4PM

Saturday: 7AM to 3PM

Sunday: CLOSED