

CITY OF DANA POINT

CITY COUNCIL REGULAR MEETING



**TUESDAY
MAY 7, 2024
5:00 P.M.**

MINUTES

Location: City Council Chamber, 33282 Golden Lantern, Suite 210, Dana Point, California 92629

Next City Council Ordinance No. 24-02

CALL TO ORDER

The Regular Meeting of the City Council of the City of Dana Point, California, was called to order by Mayor Jamey M. Federico at 5:00 P.M. in the City Council Chambers, 33282 Golden Lantern, Dana Point.

ROLL CALL OF CITY COUNCIL MEMBERS:

Jamey M. Federico, Mayor
Matthew Pagano, Mayor Pro Tem
Mike Frost, Council Member
John Gabbard, Council Member
Michael Villar, Council Member

STAFF PRESENT: Michael A. Killebrew, City Manager; Patrick Munoz, City Attorney; Kelly Reenders, Assistant City Manager; Shayna Sharke, City Clerk; Captain Todd Hylton; Sea Shelton, Director of Administrative Services; Matthew Sinacori, Director of Public Works/City Engineer; Brenda Wisneski, Director of Community Development; Ryan Haworth, Deputy City Clerk; Jaimie To, Senior Management Analyst.

CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION, SIGNIFICANT EXPOSURE TO LITIGATION, Government Code § 54956.9 (d)(2), (1 case)
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Government Code § 54956.9 (d)(1), (2 cases)
 - 1. Name of Case: Center for Natural Lands Management v City of Dana Point, Orange County Superior Court Case No: 30-2021-01219668 CU-OR-CJC
 - 2. Name of Case: Travis Mellem vs. City of Dana Point et al; OCSC Case NO 30-2024-01377025-CU-WM-CJC

Mayor Federico recessed the meeting into a Closed Session at 5:01 PM. pursuant to Government Code Section 54957.

RECESS OF CITY COUNCIL MEETING UNTIL 6:00 P.M.

RECONVENE CITY COUNCIL MEETING

Mayor Federico reconvened the meeting at 6:00 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Dana Point Youth Baseball Team - Tsunamis.

INVOCATION

PRESENTATIONS AND PROCLAMATIONS

Employee of the Quarter – Alyssa Gonzalez, Associate Planner

Mayor Federico presented Alyssa Gonzalez with a Certificate of Recognition as the Employee of the Quarter.

OCFA Drowning Awareness and Prevention

Division Chief Cheyne Maule gave a presentation on drowning awareness and prevention and received a Certificate of Recognition from Mayor Federico.

READING OF ORDINANCE TITLES

There were no Ordinance Titles.

CONSENT CALENDAR

IT WAS MOVED BY MAYOR FEDERICO, SECONDED BY COUNCIL MEMBER VILLAR, THAT THE RECOMMENDATIONS BE ACCEPTED FOR ALL ITEMS ON THE CONSENT CALENDAR.

The motion carried by the following vote:

AYES: Frost, Gabbard, Pagano, Villar, Federico

NOES: None

ABSENT: None

1. WAIVE THE READING OF ORDINANCES AND APPROVE READING BY TITLE ONLY

APPROVED THE READING BY TITLE ONLY OF ALL ORDINANCES AND THAT FURTHER READING OF SUCH ORDINANCES BE WAIVED.

2. REGULAR MEETING MINUTES, APRIL 16, 2024

APPROVED THE MINUTES.

3. PLANNING COMMISSION MEETING MINUTES, MARCH 25, 2024

RECEIVED AND FILED THE MINUTES.

4. PLANNING COMMISSION MEETING MINUTES, APRIL 8, 2024

RECEIVED AND FILED THE MINUTES.

5. QUARTERLY FINANCIAL REPORT

RECEIVED AND FILED THE CITY FINANCIAL REPORT AND MANAGEMENT DISCUSSION FOR THE QUARTER ENDED MARCH 31, 2024.

6. TREASURER'S REPORT, MARCH 2024

RECEIVED AND FILED THE CITY TREASURER'S REPORT FOR THE MONTH OF MARCH 2024.

7. CLAIMS AND DEMANDS

RECEIVED AND FILED THE CLAIMS AND DEMANDS.

8. CONTRACT AGREEMENT BETWEEN ALL CITY MANAGEMENT SERVICES, INC. AND THE CITY OF DANA POINT FOR SCHOOL CROSSING GUARD SERVICES

AUTHORIZED THE CITY MANAGER, OR DESIGNEE, TO ENTER INTO A CONTRACT AGREEMENT BETWEEN ALL CITY MANAGEMENT SERVICES, INC. AND THE CITY OF DANA POINT FOR SCHOOL CROSSING GUARD SERVICES FOR FISCAL YEAR 2024-25 WITH AN OPTION TO EXTEND THE AGREEMENT FOR TWO, ONE (1) YEAR EXTENSIONS.

9. SISTER CITY STUDENT EXCHANGE CHAPERONE AND SIGNING OF PARTNERSHIP AGREEMENT WITH SORRENTO, ITALY

1. APPROVED TRAVEL EXPENSES TO THE CITY OF SORRENTO, ITALY FOR ONE STAFF MEMBER, MAYOR FEDERICO, AND COUNCIL MEMBER GABBARD; AND

2. AUTHORIZED STAFF TO WORK WITH DANA POINT SISTER CITIES INTERNATIONAL TO CHAPERONE TWO PRE-SELECTED DANA HILLS HIGH SCHOOL STUDENTS IN THEIR CULTURAL EVENTS AND ACTIVITIES RELATED TO THE DANA POINT SISTER

CITIES AND MONARCH BEACH SUNRISE ROTARY CLUB'S STUDENT EXCHANGE TO
SORRENTO, ITALY.

**10. ADOPTION OF A RESOLUTION APPROVING THE SENATE BILL 1 (SB-1) PROJECT LIST
FOR FISCAL YEAR 24/24**

1. ADOPTED RESOLUTION 24-05-07-01 ENTITLED:

A RESOLUTION OF THE CITY OF DANA POINT, CALIFORNIA ADOPTING A LIST OF
PROJECTS FOR FISCAL YEAR 24-25 FUNDED BY SENATE BILL 1 (SB-1), THE ROAD
REPAIR AND ACCOUNTABILITY ACT OF 2017;

2. AUTHORIZED THE CITY MANAGER OR DESIGNEE TO SUBMIT ALL REQUIRED
DOCUMENTATION TO MAINTAIN FUNDING ELIGIBILITY FOR FY24-25; AND
3. AUTHORIZED THE MAYOR TO SIGN THE RESOLUTION ON BEHALF OF THE CITY.

11. APPROVAL OF TREE TRIMMING CONTRACT WITH WEST COAST ARBORISTS

1. APPROVED STAFF'S RECOMMENDATION TO USE COOPERATIVE PURCHASING,
UTILIZING THE CITY OF NORCO'S COMPETITIVE BID PROCESS FOR TREE
MAINTENANCE SERVICES; AND,
2. AWARDED A FIVE-YEAR CONTRACT TO WEST COAST ARBORISTS FOR TREE
MAINTENANCE; AND,
3. AUTHORIZED THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE AGREEMENT.

**12. FIRST AMENDMENT TO AGREEMENT WITH D.B. NEISH INC. FOR PLANNING AND
ADVOCACY CONSULTING SERVICES**

1. RATIFIED PROFESSIONAL SERVICES AGREEMENT AND AUTHORIZED THE CITY
MANAGER, OR DESIGNEE, TO EXECUTE A FIRST AMENDMENT WITH D.B. NEISH, INC.
FOR PLANNING AND ADVOCACY REPRESENTATION CONSULTING SERVICES; AND
2. AUTHORIZED THE BUDGET ADJUSTMENT DETAILED IN THE FISCAL IMPACT SECTION
OF THIS REPORT.

**13. ADOPTION OF A RESOLUTION DESIGNATING CITY'S AGENT FOR FEDERAL AND STATE
FINANCIAL ASSISTANCE**

ADOPTED RESOLUTION 24-05-07-02 ENTITLED:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA,
DESIGNATING CITY'S AUTHORIZED AGENTS FOR STATE AND FEDERAL FINANCIAL
ASSISTANCE AND APPROVE CALOES RESOLUTION FORM 130.

PUBLIC COMMENTS

Tyson Rae (Coach of the Dana Point Youth Baseball Team – Tsunamis) provided information about the team and had each baseball player introduce themselves to City Council. They played a video showcasing the team and their fundraising efforts.

Maria Banks (Dana Point) thanked the City Council for their support for the Dana Point Film Festival.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

14. LONG-TERM FINANCIAL PLAN DISCUSSIONS

Director of Administrative Services Sea Shelton provided a staff report.

Discussion ensued.

IT WAS MOVED BY COUNCIL MEMBER GABBARD, SECONDED BY COUNCIL MEMBER FROST, THAT THE CITY ADOPT RESOLUTION 24-05-07-03 ENTITLED:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA, ESTABLISHING SALARY RANGES FOR REPRESENTED AND NON-REPRESENTED CLASSIFICATIONS AND ADOPTING NEW JOB TITLES AND CLASS SPECIFICATIONS.

The motion carried by the following vote:

AYES: Frost, Gabbard, Pagano, Villar, Federico

NOES: None

ABSENT: None

CITY COUNCIL RECEIVED AND FILED THE LONG-TERM FINANCIAL PLAN UPDATE FY25 – FY30.

NEW BUSINESS

15. CITY COUNCIL POLICY REVIEW – DAYLIGHTING SERIES 100

City Clerk Shayna Sharke provided a brief staff report.

Discussion ensued.

CITY COUNCIL REVIEWED, DISCUSSED AND PROVIDED RECOMMENDATIONS TO STAFF ON PROPOSED REVISIONS TO CITY COUNCIL POLICIES WITHIN THE 100 SERIES.

PUBLIC COMMENTS (Continued)

None.

COUNCIL REPORTS, INCLUDING CITY RELATED MEETINGS ATTENDED

Council Member Frost stated that he will turn in his list of meetings attended and recommended that the Dana Point Youth Baseball Team add the wording "Dana Point" to their uniforms.

Council Member Villar stated that he has turned in his list of meetings attended and agreed with Council Member Frost that the Dana Point Youth Baseball Team add the wording "Dana Point" to their uniforms. He also expressed his excitement for the upcoming Summer Concert Series and stated how successful the Redo Market was.

Council Member Gabbard stated that he has turned in his list of meetings attended and participated in the Southern California Association of Governments General Assembly conference.

Mayor Pro Tem Pagano stated that he has turned in his list of meetings attended and expressed his excitement for the upcoming Summer Concert Series and stated how successful the State of the City was.

Mayor Federico stated that he will turn in his list of meetings attended and thanked Jaimie To for the success of the State of the City.

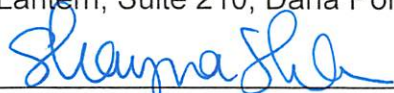
STAFF REPORTS

City Attorney Patrick Munoz stated that he had nothing to report.

City Manager Michael A. Killebrew mentioned the Bulky Item Cleanup event happening on Saturday at the South Shores Church.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Federico adjourned the meeting in honor of Deputy Larry Costa, at 6:42 P.M. He announced that the next Regular Meeting of the City Council will be May 21, 2024, at 5:00 p.m. in the City Council Chamber located at 33282 Golden Lantern, Suite 210, Dana Point, California.



SHAYNA SHARKE, CITY CLERK

APPROVED AT THE MEETING OF May 21, 2024

Meetings attended since April 17, 2024

Mayor Jamey Federico

04/06/2024 OCTA Regional Transportation Planning Committee
04/17/2024 ACC-OC Executive Committee
04/18/2024 Meeting with MPT Pagano and Michael Recupero
04/19/2024 Ribbon Cutting Le Saint Honore
04/22/2024 OCTA Board
04/24/2024 OCTA Finance Committee
04/24/2024 SOTC
04/26/2024 Claremont College Housing Symposium
04/29/2024 CASA special board meeting
04/30/2024 GPAC

Mayor Pro Tem Matthew Pagano

04/18/2024 Meeting with Mayor Federico and Michael Recupero
04/20/2024 Financial Review Committee
04/24/2024 State of the City for Dana Point

Council Member Mike Frost

04/20/2024 Dana Point Surf Club
04/22/2024 TCA
04/24/2024 TCA
04/25/2024 TCA
04/26/2024 TCA
04/28/2024 REDO MARKET
05/01/2024 Ocean Institute
05/02/2024 Dana Point Chamber
05/02/2024 Orange County Housing Finance Trust

Council Member John Gabbard

04/18/2024 OC Mosquito & Vector Control District Board Meeting
04/18/2024 OC Mosquito & Vector Control District Finance Committee
04/20/2024 Boys & Girls Club Annual Bocce Ball Championship Tournament
04/24/2024 State of the City for Dana Point
04/25/2024 OC Council of Government Board of Directors meeting
04/29/2024 OCMVCD Joint Committee Meeting site tour
04/30/2024 OCMVCD Budget Workshop
05/01/2024 SCAG Annual General Assembly and Regional Council Meeting
05/02/2024 SCAG Annual General Assembly and Regional Council Meeting
05/03/2024 SCAG Annual General Assembly and Regional Council Meeting

Council Member Michael Villar

04/24/2024 State of the City for Dana Point