

CITY OF DANA POINT

CITY COUNCIL REGULAR MEETING



**TUESDAY
NOVEMBER 18, 2025
5:00 P.M.**

MINUTES

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

Next City Council Ordinance No. 25-15

CALL TO ORDER

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

ROLL CALL OF CITY COUNCIL MEMBERS:

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

STAFF PRESENT: Michael A. Killebrew, City Manager; Kelly Reenders, Assistant City Manager; Patrick Munoz, City Attorney; Shayna Sharke, City Clerk; Sea Shelton, Director of Administrative Services; Captain Frank Gonzalez; Matthew Sinacori, Director of Public Works/City Engineer; Jeff Rosaler, Interim Director of Community Development; Ray Oropeza, Code Enforcement Supervisor; Jaimie To, Economic Development & Housing Manager; Taelor Vonjaroschkapohl, Assistant Administrative Analyst; Ryan Haworth, Deputy City Clerk.

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), (3 cases)
 - a. ST Apartments vs. City of Dana Point; Orange County Superior Court Case No 30-2024-01397922
 - b. Center For Natural Lands Management v City of Dana Point, Orange County Superior Court Case No: 30-2021-01219668

- c. Center For Natural Lands Management v City of Dana Point (CEQA), Orange County
Superior Court Case No: 30-2025-01524239

Mayor Pagano 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 Pagano reconvened the meeting at 6:00 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Pro Tem Gabbard.

PRESENTATIONS AND PROCLAMATIONS

Certificate of Recognition – Kaylani Kristjanson, H2O Protector

Mayor Pagano presented a Certificate of Recognition to Kaylani Kristjanson, founder of H2O Protectors Club, for her efforts in ocean conservation.

Certificate of Recognition - Christopher Carroll

Mayor Pagano presented a Certificate of Recognition to Christopher Carroll for his heroic actions in aiding a young teen who was injured in the ocean.

READING OF ORDINANCE TITLES

City Clerk, Shayna Sharke, read two (2) Ordinance Titles.

CONSENT CALENDAR

IT WAS MOVED BY MAYOR PRO TEM GABBARD, 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: Federico, Frost, Gabbard, Villar, Pagano

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, NOVEMBER 4, 2025

APPROVED THE MINUTES.

3. PLANNING COMMISSION MEETING MINUTES, OCTOBER 13, 2025

RECEIVED AND FILED THE MINUTES.

4. FINANCIAL REVIEW COMMITTEE MEETING MINUTES, SEPTEMBER 9, 2025

RECEIVED AND FILED THE MINUTES.

5. CLAIMS AND DEMANDS

RECEIVED AND FILED THE CLAIMS AND DEMANDS.

6. BUDGETING SOFTWARE AND SUPPORT SERVICES

AWARDED A CONTRACT TO CLEARGOV FOR BUDGETING SOFTWARE AND SUPPORT SERVICES AND AUTHORIZED THE CITY MANAGER, OR THEIR DESIGNEE, TO EXECUTE THE CONTRACT.

7. DISPOSITION OF NON-ESSENTIAL CITY RECORDS

APPROVED THE 2025 DISPOSITION OF NON-ESSENTIAL CITY RECORDS IN ACCORDANCE WITH CALIFORNIA STATE LAW AND THE CITY'S APPROVED RECORDS RETENTION SCHEDULE AND ADOPTED **RESOLUTION 25-11-18-01** ENTITLED:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA, AUTHORIZING THE DISPOSITION OF CERTAIN INACTIVE CITY RECORDS AS PROVIDED BY SECTION 34090 OF THE GOVERNMENT CODE OF THE STATE OF CALIFORNIA

8. SECOND READING AND ADOPTION OF ORDINANCE APPROVING ZONE TEXT AMENDMENT ZTA25-0001 REPEALING CHAPTER 4.40 OF THE DANA POINT MUNICIPAL CODE AND ADDING SECTION 9.07.280 TO TITLE 9 OF THE DANA POINT MUNICIPAL CODE AND SUBMITTAL OF LOCAL COASTAL PROGRAM AMENDMENT LCPA25-0001 TO THE CALIFORNIA COASTAL COMMISSION FOR APPROVAL AND CERTIFICATION

HELD A SECOND READING AND ADOPTED **ORDINANCE 25-15** ENTITLED:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA ADOPTING ZTA25-0001, REPEALING CHAPTER 4.40 OF THE DANA POINT MUNICIPAL CODE AND ADDING SECTION 9.07.280, ENTITLED "DENSITY BONUS APPLICATION REQUIREMENTS AND PROCESSING" TO TITLE 9 OF THE DANA POINT MUNICIPAL CODE AND SUBMITTING THE ASSOCIATED LOCAL COASTAL PROGRAM AMENDMENT LCPA25-0001 TO THE CALIFORNIA COASTAL COMMISSION FOR APPROVAL AND CERTIFICATION

9. SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING DANA POINT MUNICIPAL CODE TITLE 10 AS IT RELATES TO ANIMAL CONTROL, WELFARE AND LICENSING REQUIREMENTS

HELD A SECOND READING AND ADOPTED **ORDINANCE 25-16** OF THE CITY OF DANA POINT ENTITLED:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA AMENDING IN ITS ENTIRETY TITLE 10 OF THE DANA POINT MUNICIPAL CODE PERTAINING TO ANIMAL CONTROL, WELFARE AND LICENSING REQUIREMENTS

10. CONSULTANT SERVICES AGREEMENT FOR THE DESIGN OF THE PINES PARK RESTROOM PROJECT

THE CITY COUNCIL:

- 1) ESTABLISHED A NEW CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECT ENTITLED "PINES PARK RESTROOM PROJECT – DESIGN AND CONSTRUCTION," CIP #11-99-30-1378-3110, AND AUTHORIZE THE FUNDING; AND
- 2) APPROVED A CONSULTANT SERVICES AGREEMENT WITH TRIBUTARY LA, INC. FOR THE DESIGN OF THE PINES PARK RESTROOM PROJECT (PROJECT) AND AUTHORIZED THE CITY MANAGER OR DESIGNEE TO SIGN THAT DOCUMENT ON BEHALF OF THE CITY.

PUBLIC COMMENTS

Jena Minnick-Bull (South Coast Conservatory) shared details about their upcoming Annual Winter Festival at Capistrano Valley High School and extended an invitation to City Council, City Staff, and the community to attend. She also highlighted scholarships recently awarded by South Coast Conservatory to local community members.

Owen Ivory (Laguna Niguel) voiced concerns regarding development in the Headlands.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

11. SHORT-TERM RENTAL PROGRAM UPDATE

Jeff Rosaler, Interim Director of Community Development, provided a Staff Report.

Jeff Rosaler and Sea Shelton, Director of Administrative Services, answered questions of the City Council.

Discussion ensued.

THE CITY COUNCIL RECEIVED AND FILED THE SHORT-TERM RENTAL PROGRAM REPORT.

NEW BUSINESS

None.

COUNCIL REPORTS, INCLUDING CITY RELATED MEETINGS ATTENDED

Council Member Federico stated that he has turned in his list of meetings and had nothing to report.

Council Member Villar stated that he has turned in his list of meetings and had nothing to report.

Council Member Frost stated that he has turned in his list of meetings and had nothing to report.

Mayor Pro Tem Gabbard stated that he has turned in his list of meetings and had nothing to report.

Mayor Pagano stated that he will turn in his list of meetings, announced upcoming events in Dana Point, and offered his condolences to the family of the young man who tragically lost his life that morning.

STAFF REPORTS

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

City Manager, Mike Killebrew, stated that he had nothing to report.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Pagano adjourned the meeting at 6:37 PM. He announced that the next Regular Meeting of the City Council will be December 2, 2025 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 DECEMBER 2, 2025

Meetings attended since November 5, 2025

Mayor Pagano

Mayor Pro Tem Gabbard

11/06/2025 SCAG Transportation Committee and Regional Council Meeting
11/06/2025 CALCOG Directors Fall Meeting
11/07/2025 CALCOG Directors Fall Meeting
11/11/2025 Veterans Day Ceremony
11/14/2025 City Selection Committee
11/17/2025 LOSSAN Board Meeting
11/18/2025 Niguel Shores Men's Club Meeting

Council Member Mike Frost

11/06/2025 D.P. Chamber Event
11/11/2025 Veterans Day Celebration
11/13/2025 TCA

Council Member Federico

11/05/2025 OCTA Environmental Oversight
11/11/2025 VFW 9964 Veterans Day Ceremony
11/12/2025 OCTA Finance Committee
11/13/2025 Dana Point Sister Cities
11/14/2025 Veterans Legal Institute Fundraiser
11/18/2025 Meeting with OCTA CEO

Council Member Michael Villar

No meetings attended.