

CITY OF DANA POINT

CITY COUNCIL REGULAR MEETING



**TUESDAY
DECEMBER 2, 2025
6:00 P.M.**

AGENDA

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

Next City Council Ordinance No. 25-17

Public comment may be provided in-person, electronically, or by mail. Comments may be submitted via mail Attn: City Clerk, 33282 Golden Lantern, Dana Point, CA 92629; or via email at comment@danapoint.org. In order to be provided to the City Council *prior* to the meeting, comments must be received by 5:00 P.M. on the day of the meeting. All written comments should include the date of the meeting as well as reference to the Agenda Item number, if applicable. Written comments will not be read aloud during the meeting but will be included in the meeting record.

CALL TO ORDER

ROLL CALL OF CITY COUNCIL MEMBERS:

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

CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, SIGNIFICANT EXPOSURE TO LITIGATION, Government Code § 54956.9 (d)(2), (2 cases)
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Government Code § 54956.9 (d)(1), (1 case)
 - a. Center For Natural Lands Management v City of Dana Point, Orange County Superior Court Case No: 30-2021-01219668

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

RECONVENE CITY COUNCIL MEETING

PLEDGE OF ALLEGIANCE

PRESENTATIONS AND PROCLAMATIONS

Certificate of Recognition – Evan and Briquelle McMillen, Owners of Beach Hut Deli, Dana Point

Business of the Quarter – JC Beans

Certificate of Recognition - Michael A. Killebrew, City Manager

READING OF ORDINANCE TITLES

At this time, the City Clerk will read the title(s) of the ordinance(s) listed on the agenda.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and all will be enacted by one roll call vote. There will be no separate discussion of these items unless members of the City Council, the public, or staff request specific items be removed from the Consent Calendar for separate action.

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

RECOMMENDED ACTION: That the City Council approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

2. [REGULAR MEETING MINUTES, NOVEMBER 18, 2025](#)

RECOMMENDED ACTION: That the City Council approve the minutes.

3. [YOUTH BOARD MEETING MINUTES, FEBRUARY 19, 2025](#)

RECOMMENDED ACTION: That the City Council receive and file.

4. [CLAIMS AND DEMANDS](#)

RECOMMENDED ACTION: That the City Council receive and file the Claims and Demands.

5. [TREASURER'S REPORT](#)

RECOMMENDED ACTION: That the City Council receive and file the Treasurer's Report for October, 2025.

6. [ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2025](#)

RECOMMENDED ACTION: That the City Council receive and file the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025.

7. **2026 CITY COUNCIL MEETING SCHEDULE**

RECOMMENDED ACTION: That the City Council approve the 2026 City Council meeting schedule.

8. **2026 SPECIAL EVENT CALENDAR**

RECOMMENDED ACTION: That the City Council approve the Special Event Calendar for 2026.

9. **DEVELOPMENT UPDATE**

RECOMMENDED ACTION: That the City Council receive and file the Development Update.

10. **STATE OF THE CITY 2026 SPONSORSHIP**

RECOMMENDED ACTION: That the City Council:

- 1) Approve the release of a Request for Sponsorship (RFS) for the 2026 State of the City event;
- 2) Approve the Sponsorship Agreement template, subject to such changes as may be approved by the City Manager and City Attorney;
- 3) Authorize the City Manager or Assistant City Manager to evaluate submitted Requests for Sponsorship and select sponsors; and
- 4) Authorize the City Manager or designee to execute the Sponsorship Agreements.

11. **OCTA MEASURE M2 TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM RESOLUTION**

RECOMMENDED ACTION: That the City Council:

- 1) Adopt a Resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA APPROVING THE SUBMITTAL OF AN IMPROVEMENT PROJECT ON NIGUEL ROAD, IN CONJUNCTION WITH OTHER AGENCIES, TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE COMPETITIVE MEASURE M2 REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM; and

- 2) Fund the City's match requirement from CIP #1382 "Project P Synchronization – Niguel Road" as outlined in the Fiscal Impact Section;
- 3) Authorize the Mayor to sign the Resolution on behalf of the City.

12. **ADOPTION OF A RESOLUTION GRANTING AN EASEMENT FROM THE CITY OF DANA POINT TO SOUTH COAST WATER DISTRICT FOR THE FIRE FLOW IMPROVEMENTS PROJECT AT LAGUNA CLIFFS MARRIOTT**

RECOMMENDED ACTION: That the City Council:

1) Adopt a Resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA GRANTING AN EASEMENT FROM THE CITY OF DANA POINT TO SOUTH COAST WATER DISTRICT FOR THE FIRE FLOW IMPROVEMENTS PROJECT AT LAGUNA CLIFFS MARRIOTT; and

2) Authorize the Mayor to sign the Resolution on behalf of the City.

PUBLIC COMMENTS

Any person wishing to address the City Council during the Public Comments section or on an Agenda item is asked to complete a "Request to Speak" form available on the table at the side of the Council Chamber. The completed form is to be submitted to the City Clerk prior to the Agenda item being called by the Mayor and prior to the individual being heard by the City Council.

In order to conduct a timely meeting, there will be a three-minute time limit per person and an overall time limit of thirty minutes for this Public Comments portion of the agenda. At the Mayor's discretion, the balance of public comments will be heard after the New Business portion of the agenda. All comments are to be directed to the City Council and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. State law prohibits the City Council from taking action on a specific item unless it appears on the posted Agenda.

If anyone has handouts to distribute to the City Council, please follow proper procedure and hand them to the City Clerk. The City Clerk will see that they are distributed.

PUBLIC HEARINGS

13. FIRST READING OF AN ORDINANCE APPROVING ZONE TEXT AMENDMENT ZTA25-0004 REPEALING ORDINANCE NO. 22-01, WHICH ADDED CHAPTER 9.72 (REGULATING SINGLE FAMILY RESIDENTIAL DUPLEXES), AND CHAPTER 7.37 (REGULATING URBAN LOT SPLITS) TO THE CITY OF DANA POINT MUNICIPAL CODE

RECOMMENDED ACTION: That the City Council:

1) Hold a Public Hearing; and

2) A first reading of an Ordinance entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA ADOPTING ZTA25-0004, REPEALING ORDINANCE NO. 22-01, WHICH ADDED CHAPTER 9.72 (REGULATING SINGLE FAMILY RESIDENTIAL DUPLEXES), AND CHAPTER 7.37 (REGULATING URBAN LOT SPLITS) TO THE CITY OF DANA POINT MUNICIPAL CODE

UNFINISHED BUSINESS

None.

NEW BUSINESS

14. SALARY SCHEDULE AND PERSONNEL ADJUSTMENTS

RECOMMENDED ACTION: That the City Council adopt a Resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA,
ESTABLISHING SALARY RANGES FOR REPRESENTED AND NON-REPRESENTED
CLASSIFICATIONS

CITY COUNCIL REORGANIZATION

- A. COUNCIL REORGANIZATION
- B. RECOGNITION OF OUTGOING MAYOR

PUBLIC COMMENTS (Continued)

COUNCIL REPORTS, INCLUDING CITY RELATED MEETINGS ATTENDED

The City Council may discuss, act upon or seek consensus on matters described under Council Reports only if: they are agendaized with a complete written report included; or, if an item arose subsequent to the posting of the agenda and the Council determines that an emergency exists. Non-agendaized items may be presented as informational only.

STAFF REPORTS

(City Manager Michael Killebrew)

(City Attorney Patrick Muñoz)

UPCOMING EVENTS

12/05/2025	Mothers Against Drunk Driving – Statewide Illuminate Campaign
12/06/2025	Santa's Jolly Trolley and La Plaza Tree Lighting
12/08/2025	Deadline to Submit Letters to Santa
	Deadline to Submit Gift for Stocking Stuffers for Seniors
12/08/2025	Pines Park Tree Lighting
12/12-12/14	Dana Point Boat Parade
12/14/2025	Deadline to Enter Cand Cane Lanes Holiday Home Decorating Contest
12/24-1/5	City Hall Holiday Closure

ADJOURNMENT

The next Regular Meeting of the City Council will be January 20, 2026 at 5:00 p.m. in the City Council Chamber located at 33282 Golden Lantern, Suite 210, Dana Point, California.

CERTIFICATION

I, Shayna Sharke, City Clerk of the City of Dana Point, do hereby certify that a copy of the foregoing Agenda was posted at Dana Point City Hall and www.danapoint.org by November 26, 2025, at 5:30 p.m.



SHAYNA SHARKE, CITY CLERK

11/26/2025
DATE

Subscriptions to receive City Council Agendas on a regular basis are available through the City Clerk's Office. Agendas are also available on the City's website at www.danapoint.org. In addition, Agenda related materials (including materials, if any, provided to the City Council after the Agenda was posted) may be reviewed in the office of the City Clerk during regular business hours or on the website at www.danapoint.org.

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PERSONS WITH A DISABILITY WHO REQUIRE A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A MEETING, INCLUDING AUXILIARY AIDS OR SERVICES, MAY REQUEST SUCH MODIFICATION OR ACCOMMODATION FROM THE CITY CLERK AT (949) 248-3500 (TELEPHONE) OR (949) 248-9920 (FACSIMILE). NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ASSURE ACCESSIBILITY TO THE MEETING.