

# CITY OF DANA POINT

---

**DATE:** July 31, 2024  
**TO:** Interested Parties  
**FROM:** Shayna Sharke, City Clerk  
**SUBJECT:** Maddy Act Local Appointments List

---

## BACKGROUND:

Government Code Section 54970, et seq., known as the "Maddy Act" takes into consideration the citizens who are not aware of the opportunities for participation on advisory boards and commissions. For that reason, the Maddy Act was enacted for maximum public awareness of both regulatory and advisory boards and commissions open for appointment by the City Council.

## DISCUSSION:

In accordance with the Maddy Act, on or before December 31<sup>st</sup> of each year, a list of appointments of all ongoing boards, commissions, committees and subcommittees that are appointed by the City Council is to be prepared. This list must include which terms will expire during the next calendar year and the necessary qualifications for the positions.

Attached are the current rosters for the Planning Commission, Traffic Improvement Subcommittee, Arts and Culture Commission, Youth Board and other Committees/Task Forces that include the information required by the Maddy Act. As compiled, these rosters meet the requirements of the Maddy Act and constitute the City's Local Appointments List. Copies of the rosters are available to the public upon request.

## SUPPORTING DOCUMENTS:

PAGE #

A. [Rosters](#)..... 2

**PLANNING COMMISSION**

SUPPORTING  
DOCUMENT A

ESTABLISHED BY: ORDINANCE NO. 89-9  
AMENDED BY: ORDINANCE NO. 93-11, ORDINANCE 94-18,  
ORDINANCE 07-07  
ORDINANCE 09-01  
ORDINANCE 11-04

EFFECTIVE DATE: FEBRUARY 28, 1989  
REVISED MAY 25, 1993  
REVISED APRIL 3, 2007  
REVISED FEBRUARY 9, 2009  
REVISED SEPTEMBER 12, 2011

NUMBER OF MEMBERS AUTHORIZED: FIVE (5)

TERM OF OFFICE: FOUR YEAR STAGGERED TERMS - PER ORDINANCE 09-01 ADOPTED 2/9/09, TERMS EXPIRE THE LAST DAY IN MARCH OF THE DESIGNATED YEAR AND ALTERNATES AND TERM LIMITS WERE ELIMINATED

**QUALIFICATIONS:**

All commission/committee/board members, at all times during their incumbencies, must be a bona fide resident and registered voter of the City of Dana Point. No member of any commission/committee/board shall be a City employee, nor shall any person be a member of more than one board or commission at any one time.

NAME OF COMMISSIONER	DATE OF APPOINTMENT	APPOINTMENT EXPIRES
Ashok Dhingra	10/05/21	03/31/27
Luke Boughen	03/21/23	03/31/27
Deana Christakes	09/19/23	03/31/25
Eric Nelson	04/22/19	03/31/27
Mary Opel	03/22/21	03/31/25

STAFF: Brenda Wisneski, Director of Community Development

## FINANCIAL REVIEW COMMITTEE

ESTABLISHED BY: CITY COUNCIL ACTION MAY 23, 1989  
RESOLUTION NO. 05-10-12-01  
CHANGED NAME FROM INVESTMENT REVIEW COMMITTEE TO  
FINANCIAL REVIEW COMMITTEE AT IRC MEETING ON 4-16-15  
(PER COUNCIL'S RECOMMENDATION).  
RESOLUTION 19-01-15-01

EFFECTIVE DATE: EFFECTIVE MAY 23, 1989

NUMBER OF MEMBERS AUTHORIZED:

ON 2-7-17, EACH COUNCIL MEMBER APPOINTED A DANA POINT  
RESIDENT TO SERVE. COMMITTEE TO MEET ONCE A MONTH  
UNLESS FOUR MEMBERS VOTE TO MEET LESS OFTEN, BUT AT  
LEAST ONCE A QUARTER.

ON 1-15-19, MEMBERSHIP CHANGED TO MAYOR, MAYOR PRO  
TEM, CITY MANAGER, A MEMBER OF THE PUBLIC SELECTED BY  
THE COUNCIL, A MEMBER OF THE PUBLIC SELECTED BY THE  
CITY MANAGER, AND CITY'S AUDITOR TO BE EX-OFFICIO  
MEMBER

TERM OF OFFICE: COUNCIL APPOINTED EACH YEAR

QUALIFICATIONS:

All commission/committee/board members, at all times during their incumbencies, must be a bona fide resident and registered voter of the City of Dana Point. No member of any commission/committee/board shall be a member of more than one board or commission at any one time.

NAME OF COMMITTEE MEMBER	DATE APPOINTED	APPOINTMENT EXPIRES
Council Member Frost	01/16/24	01/01/25
Mayor Pro Tem Matthew Pagano	01/16/24	01/01/25
City Manager Killebrew	01/16/24	01/01/25
Dir. of Administrative Services Shelton	01/16/24	01/01/25
Diana Mitchell (CM Appointment),	05/24/19	INDEFINITE
Raul Amezcua (Council Appointment)	04/27/21	INDEFINITE
Auditor – Ex-Officio	02/04/20	INDEFINITE

## DANA POINT YOUTH BOARD

ESTABLISHED BY: ORDINANCE NO. 00-02; RESOLUTION NO. 00-02-08-05;  
RESOLUTION 03-07-23-03  
ORDINANCE NO. 10-10

EFFECTIVE DATE: MARCH 28, 2000  
REVISED JULY 23, 2003  
REVISED OCTOBER 25, 2010

NUMBER OF MEMBERS AUTHORIZED:  
MINIMUM OF SEVEN (7) – ODD NUMBER ONLY

TERM OF OFFICE: ONE YEAR TERMS PER ORDINANCE 00-02 ADOPTED  
FEBRUARY 22, 2000; TERMS EXPIRE ON THE LAST DAY IN  
AUGUST  
PER ORDINANCE 10-10, YOUTH BOARD MEMBERS MAY  
SERVE A MAXIMUM OF TWO (2) FULL TERMS (2 YEARS)  
AND MAY CONTINUE AS MEMBERS-AT-LARGE

### QUALIFICATIONS:

All board members, at all times during their incumbencies, must be of high school age, bona fide resident of the City of Dana Point. No member of any commission/committee/board shall be a City employee, nor shall any person be a member of more than one board or commission at any one time.

NAME OF COMMITTEE MEMBER	DATE APPOINTED	APPOINTMENT EXPIRES
Dania Alexa Arteaga	11/07/2023	09/01/2024
Sarah Baqai	11/07/2023	09/01/2024
Gabriela Cruz	11/07/2023	09/01/2024
Naomi Hawkes	11/07/2023	09/01/2024
Deacon Hill	11/07/2023	09/01/2024
Kira Holman	11/07/2023	09/01/2024
Madeline Keene	11/07/2023	09/01/2024
Louisa Kelly	11/07/2023	09/01/2024
Sofie Miller	11/07/2023	09/01/2024
Sarai Torres	11/07/2023	09/01/2024
Zack Williams	11/07/2023	09/01/2024

AT LARGE:  
Ethan Brown, Audrey Cueto, Gwendolyn Holman

STAFF: Melissa Muraira, Recreation Manager

## OCEAN WATER QUALITY SUBCOMMITTEE

ESTABLISHED BY: RESOLUTION NO. 05-03-09-02  
RESOLUTION NO. 07-02-06-01  
RESOLUTION NO. 18-01-16-02

EFFECTIVE DATE: MARCH 9, 2005  
REVISED FEBRUARY 6, 2007  
REVISED JANUARY 16, 2018

NUMBER OF MEMBERS AUTHORIZED: Five (5)\*

TERM OF OFFICE: INDEFINITE

### QUALIFICATIONS:

All commission/committee/board members, at all times during their incumbencies, must be a bona fide resident and registered voter of the City of Dana Point. No member of any commission/committee/board shall be a City employee, nor shall any person be a member of more than one board or commission at any one time.

\* Membership of the Ocean Water Quality Subcommittee shall consist of one City Council Member, a member of either the Doheny Longboard Association or Surfriders (who shall be a citizen of Dana Point), and three (3) citizen members as appointed by the Council. Ex-officio members include representatives from the County's Fifth District, State Senate and House of Representatives as well as the General Manager of South Coast Water District.

NAME OF COMMITTEE MEMBER	DATE APPOINTED	APPOINTMENT EXPIRES
Mayor Pro Tem Frost, Chair <i>Vacant</i>	01/18/22	01/01/24 INDEFINITE TERM
Katie Armstrong	01/17/23	INDEFINITE TERM
Nyle Schafhauser	08/14/07	INDEFINITE TERM
Bill Lane	07/26/11	INDEFINITE TERM

STAFF: Matthew Sinacori, Director of Public Works  
Lisa Zawaski, Senior Water Quality Engineer

## TRAFFIC IMPROVEMENT SUBCOMMITTEE

ESTABLISHED BY: RESOLUTION NO. 07-02-20-01  
AMENDED BY: RESOLUTION NO. 09-01-26-02 & ORDINANCE NO. 09-01  
RESOLUTION NO. 11-01-24-01

EFFECTIVE DATE: FEBRUARY 20, 2007  
REVISED FEBRUARY 9, 2009  
REVISED JANUARY 24, 2011

NUMBER OF MEMBERS AUTHORIZED: FIVE (5)

TERM OF OFFICE: PER COUNCIL DIRECTION ON JANUARY 24, 2011, TERM OF OFFICE IS FOUR YEARS, STAGGERED TERMS (INITIAL TERM 3 SEATS EXPIRING 3/31/15; 2 SEATS EXPIRING 3/31/13) AND CONTINUE TO STAGGER IN THE SAME MANNER FOR FUTURE TERMS

### QUALIFICATIONS:

All commission/committee/board members, at all times during their incumbencies, must be a bona fide resident and registered voter of the City of Dana Point. No member of any commission/committee/board shall be a City employee, nor shall any person be a member of more than one board or commission at any one time.

NAME OF COMMITTEE MEMBER	DATE APPOINTED	APPOINTMENT EXPIRES
Kelly Smith	03/07/23	03/31/27
John Hatch	03/07/23	03/31/27
Jeff Howell	04/21/21	03/31/25
Jeff Pedersen	03/07/23	03/31/27
Jennifer Rosales	04/21/21	03/31/25

STAFF: Matthew Sinacori, Director of Public Works

**TOURISM BUSINESS IMPROVEMENT DISTRICT (TBID) /  
DESTINATION MARKETING ORGANIZATION (DMO)**

ESTABLISHED BY: ORDINANCE 09-04; RESOLUTION 09-04-27-01

EFFECTIVE DATE: JANUARY 1, 2010

NUMBER OF MEMBERS AUTHORIZED: FOUR (4)

TERM OF OFFICE: INDEFINITE

QUALIFICATIONS:

General Managers of four hotels in Dana Point. Changed to Non-Profit DMO in 2016.

NAME OF COMMITTEE MEMBER	APPOINTMENT EXPIRES
Kelly Steward, Ritz Carlton	INDEFINITE
George Munz, Waldorf Astoria	INDEFINITE
Sandy Chiu, Laguna Cliffs Marriott	INDEFINITE
Dana Unzueta, Blue Lantern Inn	INDEFINITE
Daniel Ader, DoubleTree	INDEFINITE

Ex-Officio: City Manager or Designee

STAFF: Kelly Reenders, Assistant City Manager

**WATER & SEWER COMMITTEE**

ESTABLISHED BY: CITY COUNCIL

EFFECTIVE DATE: AUGUST 19, 2014 (First meeting w/public noticing)

NUMBER OF MEMBERS AUTHORIZED: TWO COUNCIL MEMBERS

TERM OF OFFICE: APPOINTED BY COUNCIL EACH YEAR IN JANUARY

NAME OF COMMITTEE MEMBER	DATE APPOINTED	APPOINTMENT EXPIRES
Mayor Federico	01/16/24	01/01/25
Council Member Villar	01/16/24	01/01/25

STAFF: Michael Killebrew, City Manager