

RESOLUTION NO. 17-11-07-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA, ESTABLISHING A PARKING AND CIRCULATION OVERSIGHT TASK FORCE

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DANA POINT, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Establishment of Parking and Circulation Oversight Task Force

There is hereby created a Parking and Circulation Oversight Task Force which shall be an advisory group that informs the City Council and offers recommendations to identify and address parking and circulation solutions in Dana Point. The purpose of the Task Force is to develop a Citywide Parking Implementation Plan to present to City Council for consideration and implementation.

SECTION 2. Duties of the Parking and Circulation Oversight Task Force

The Parking and Circulation Oversight Task Force shall be responsible for the following duties:

- Establish principles for parking in Dana Point;
- Review existing goals and policies of the City's General Plan Circulation Element;
- Review the proposed implementation plan as recommended by the Citywide Parking Report;
- Create a Citywide Parking Implementation Plan and present recommendations to City Council within one year;
- Develop long-term parking strategies and consider innovative techniques;
- Oversee City staff implementation of parking programs; and
- Provide an annual progress report to the City Council for review.

SECTION 3. Task Force Membership

- A. The Task Force shall consist of five (5) members appointed by the City Council: one City Council member, one Planning Commissioner, one member of the Traffic Improvement Subcommittee, one member of the Dana Point business community, and one Dana Point resident.
- B. The Task Force shall elect a Chair and Vice-Chair.

- C. RESIGNATION. Any Member of the Task Force may resign at any time by delivering written notice to the Chair. A resignation shall be effective when the notice is delivered to the Chair unless the notice specifies a later date.
- D. DISMISSAL. Any Member of the Task Force may be removed from the Task Force by the majority vote of the Task Force for three (3) consecutive unexcused absences. The Task Force must advise the Member being dismissed and the Chair in writing at least five days before taking the action.
- E. APPOINTMENT OF REPLACEMENT MEMBER. Upon the dismissal, resignation or incapacity of a Member of the Task Force, the City Council shall vote to appoint a replacement.

SECTION 4. Staff Assistance

The City Manager will allocate adequate necessary technical and clerical assistance to the Task Force subject to the City's priorities and workload. City staff shall assign a staff liaison to the Task Force and shall form a Technical Steering Committee composed of representatives from City departments and stakeholders.

SECTION 5. Compensation

Members of the Task Force shall serve without compensation.

SECTION 6. Term of Task Force

The Task Force shall be established upon adoption of this resolution and shall continue in effect until its public presentation of its Year 2 Parking Implementation status report to City Council, and in no event later than December 31, 2019.

SECTION 7. Meetings of the Task Force

- A. REGULAR AND SPECIAL MEETINGS. The Task Force is expected to meet on a quarterly basis at a date and time based on a survey of the availability of the Task Force Members. Meetings will take place at City Hall, 33282 Golden Lantern, Dana Point, CA. The Task Force may agree to change the day, time and location of the meeting without City Council amendment to this resolution.
- B. CANCELLATION OR ADDITIONAL MEETINGS. Cancellation of meetings, or adding additional regular meetings may be made by the task force, based on a survey of the availability of Task Force Members. Special meetings of the Task Force may be held at any time and place, whenever called by the Task Force Chair.
- C. Members must attend in person to participate in a meeting.

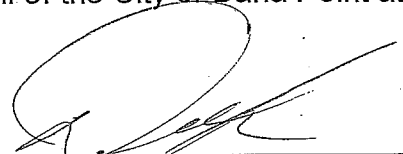
- D. NOTICE OF MEETINGS. Notice of all scheduled meetings of the Task Force will be noticed and posted in accordance with the Brown Act.
- E. QUORUM. A quorum at any meeting shall consist of Task Force Members who represent a simple majority of all Members.
- F. VOTING. The Task Force shall attempt to make decisions by consensus. Upon request of any Member, a vote will be taken, in which case each Task Force Member in attendance at the meeting shall be entitled to cast one vote. Votes may not be made by proxy. A routine matter will be approved by a simple majority of all votes cast.
- G. MINUTES. Action minutes shall be kept of Task Force meetings. Minutes shall be approved by the Task Force, and as approved shall be available to the public.
- H. The staff liaison designated to provide support to the Task Force shall be responsible for the maintenance and circulation of the minutes and agendas of the meetings of the Task Force, and preparation and mailing or delivery of all meeting notices, agendas and materials to Task Force Members.

SECTION 8. Amendments

This Resolution shall be adopted, and may be amended, upon a majority vote of the Task Force Members present and voting, provided that no amendment may be approved contrary to state law or City policy.


SECTION 9. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Dana Point at its regular meeting held on the 7th day of November, 2017.



DEBRA LEWIS, MAYOR

ATTEST:


KATHY WARD, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF DANA POINT)


I, Kathy M. Ward, City Clerk of the City of Dana Point, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 17-11-07-03 adopted by the City Council of the City of Dana Point, California, at a regular meeting thereof held on the 7th day of November, 2017, by the following vote:

AYES: Council Members Muller, Tomlinson, Viczorek, Mayor Pro
Tem Wyatt, and Mayor Lewis

NOES: None

ABSENT: None

(SEAL)


KATHY M. WARD, CITY CLERK