

CITY OF DANA POINT

**FINANCIAL
REVIEW
COMMITTEE
MEETING**



**TUESDAY
JANUARY 26, 2021
4:00 P.M.**

AGENDA

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

REVISED SAFETY ALERT (EFFECTIVE AS OF JUNE 2, 2020)

AS A RESULT OF THE COVID-19 VIRUS, AND RESULTING ORDERS AND DIRECTION FROM THE PRESIDENT OF THE UNITED STATES, THE GOVERNOR OF THE STATE OF CALIFORNIA, AND THE ORANGE COUNTY HEALTH CARE AGENCY, AS WELL AS THE CITY OF DANA POINT EMERGENCY DECLARATION, THE PUBLIC HAS NOT BEEN PERMITTED TO PHYSICALLY ATTEND DANA POINT PUBLIC MEETINGS SINCE MID MARCH, 2020. AS COVID-19 RELATED RESTRICTIONS EASE, THE PUBLIC WILL NOW BE ALLOWED TO ATTEND CITY MEETINGS PROVIDED SOCIAL DISTANCING GUIDELINES ARE FOLLOWED. THESE GUIDELINES WILL RESULT IN VERY LIMITED OPPORTUNITIES, ON A FIRST COME BASIS, FOR THE PUBLIC TO OBSERVE THE MEETING FROM THE FOYER WHICH IS ADJACENT TO THE COUNCIL CHAMBER AND TO ENTER THE CHAMBER TO MAKE PUBLIC COMMENTS. MEMBERS OF THE FINANCIAL REVIEW COMMITTEE MAY CONTINUE TO PARTICIPATE IN MEETINGS TELEPHONICALLY IF THEY CHOOSE PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20. SIMILARLY, MEMBERS OF THE PUBLIC MAY CHOOSE TO PARTICIPATE ELECTRONICALLY BY LISTENING TO THE MEETING TO WHICH THIS AGENDA APPLIES LIVE ON COX CABLE CHANNEL 855 OR ONLINE ON THE CITY OF DANA POINT YouTube CHANNEL.

PUBLIC COMMENT: PUBLIC COMMENT MAY BE PROVIDED IN PERSON, ELECTRONICALLY OR BY MAIL. IF YOU CHOOSE TO ATTEND THE MEETING AND WISH TO DELIVER PUBLIC COMMENT IN PERSON, YOU ARE ENCOURAGED TO WEAR FACE COVERINGS AND MAINTAIN SOCIAL DISTANCING. TEMPERATURE SCREENINGS ARE MANDATORY FOR ALL PERSONS ENTERING CITY HALL. CITY STAFF IN ATTENDANCE AT THE MEETING WILL BE COORDINATING ENTRY TO THE COUNCIL CHAMBERS WHEN PUBLIC COMMENT IS OPEN. THERE WILL BE LIMITED SPACE AT THE FINANCIAL REVIEW COMMITTEE MEETING FOR MEMBERS OF THE PUBLIC TO SIT OR STAND TO OBSERVE THE MEETING LIVE FROM THE FOYER ADJACENT TO THE COUNCIL CHAMBER. IF THAT SPACE IS EXCEEDED, PERSONS WISHING TO PRESENT PUBLIC COMMENT IN PERSON WILL BE PERMITTED TO LINE UP OUTSIDE AND WILL BE ALLOWED TO SPEAK. AFTER SPEAKING, HOWEVER, THEY WILL BE REQUIRED TO GO BACK OUTSIDE UNLESS ONE OF THE LIMITED SPOTS INSIDE THE FOYER BECOME AVAILABLE. MEMBERS OF THE PUBLIC WILL BE REQUIRED TO FOLLOW STAFF'S DIRECTIONS. ALTERNATIVELY, YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM

OR ON ANY ITEM NOT ON THE AGENDA IN WRITING VIA MAIL TO “FINANCIAL REVIEW COMMITTEE” 33282 GOLDEN LANTERN, DANA POINT, CA 92629 OR BY EMAIL TO JTO@DANAPOINT.ORG. ALL COMMENTS RECEIVED BY 4:00 PM ON THE DATE OF THE MEETING WILL BE PROVIDED TO THE FINANCIAL REVIEW COMMITTEE IN ADVANCE TO ALLOW TIME FOR THE COMMITTEE MEMBERS TO READ THEM. TO BE CONSIDERED AS PART OF THE MEETING TO WHICH THIS AGENDA APPLIES, MAILED OR EMAILED COMMENTS MUST BE RECEIVED NO LATER THAN 4:00 P.M. ON THE DAY OF THE MEETING (ALTHOUGH ALL COMMENTS WHENEVER RECEIVED WILL BE SHARED WITH THE COMMITTEE MEMBERS). EMAILS SHOULD INCLUDE “FRC PUBLIC COMMENT” AND THE DATE OF THE MEETING IN THE SUBJECT LINE, AS WELL AS A REFERENCE TO THE AGENDA ITEM NUMBER, IF APPLICABLE. MAILED COMMENTS SHOULD PROMINENTLY INCLUDE A SIMILAR REFERENCE AT THE TOP OF THE FIRST PAGE. MAILED AND EMAILED COMMENTS WILL NOT BE READ BY THE SECRETARY DURING THE MEETING, BUT WILL BE INCLUDED IN THE RECORD.

CALL TO ORDER

ROLL CALL OF FINANCIAL REVIEW COMMITTEE MEMBERS:

Diana Mitchell, Chair
Jamey M. Federico, Vice-Chair
Mike Frost, Member
Mike Killebrew, Member

PUBLIC COMMENTS

Any person wishing to address the Financial Review Committee during the Public Comments section or on an Agenda item is asked to complete a “Request to Speak” form available on the table within the City Council Conference room. The completed form is to be submitted to the Secretary prior to the Agenda item being called by the Chair and prior to the individual being heard by the Financial Review Committee.

In order to conduct a timely meeting, there will be a three-minute time limit per person and an overall time limit of fifteen minutes for the Public Comments portion of the agenda. At the Chair’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 Financial Review Committee 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 Financial Review Committee from taking action on a specific item unless it appears on the posted Agenda.

If anyone has handouts to distribute to the Financial Review Committee, please follow proper procedure and hand them to the Secretary. The Secretary will see that they are distributed.

NEW BUSINESS

1. **[APPROVAL OF MINUTES FROM THE OCTOBER 27, 2020 FINANCIAL REVIEW COMMITTEE MEETING](#)**

RECOMMENDED ACTION: That the Financial Review Committee approve the Minutes and forward to City Council with a recommendation to Receive and File.

2. **[QUARTERLY FINANCIAL REPORT ENDING DECEMBER 31, 2020](#)**

RECOMMENDED ACTION: That the Financial Review Committee receive and discuss the information provided.

3. **[ANNUAL REVIEW OF INVESTMENT POLICY](#)**

RECOMMENDED ACTION: That the Financial Review Committee discuss and approve the City's Statement of Safekeeping and Investment of Public Funds Policy ("Investment Policy") and forward to the City Council with a recommendation to Receive and File.

4. **[FY2022-23 BUDGET PROCESS AND DISCUSSION OF DRAFT LONG TERM FINANCIAL PLAN](#)**

RECOMMENDED ACTION: That the Financial Review Committee receive and discuss the information provided.

STAFF REPORTS

FINANCIAL REVIEW COMMITTEE MEMBER REPORTS

ADJOURNMENT

The next Regular Meeting of the Financial Review Committee will be April 27, 2021, at 4:00 p.m. in the City Council Chambers located at 33282 Golden Lantern, Suite 210, Dana Point, California 92629.

CERTIFICATION

I, Jaimie To, Management Analyst of the City of Dana Point, do hereby certify that a copy of the foregoing Agenda was posted at Dana Point City Hall, the Dana Point Post Office, and the Capistrano Beach Post Office, on or before Friday, January 22, 2021 at 4:00 P.M. in accordance with the law.

JAIMIE TO, MANAGEMENT ANALYST

DATE

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.