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**CITY OF DANA POINT  
TRAFFIC IMPROVEMENT SUBCOMMITTEE  
ACTION MINUTES**

Wednesday, February 19, 2020  
4:00 p.m.

City Hall  
33282 Golden Lantern  
Public Works Conference Room  
Dana Point, CA 92629

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**CALL TO ORDER**

The meeting was called to order at 4:14 PM.

**ROLL CALL**            Chair Luke Boughen, Bob Elders, Jeff Howell, Jeff Pedersen,  
Jennifer Rosales

There were 3 members in attendance: Elders, Pedersen, and Rosales. Chair Boughen and Subcommittee Member Howell were absent. Staff in attendance was Matthew Sinacori, Lauren Kehiayan, Kathy Ward, and Conrad Lapinski.

**ITEM 1:        Swearing in of New Members of the Traffic Improvement Subcommittee**

City Clerk Kathy Ward swore in new Traffic Improvement Subcommittee Member Pedersen.

City Clerk Kathy Ward left the meeting after swearing in Subcommittee Member Pedersen.

**A.        PUBLIC COMMENTS**

Any person wishing to address the Subcommittee during the Public Comments section or on an Agenda item is asked to complete a "Request to Speak" form. The completed form is to be submitted to City staff prior to the Agenda item being called and discussed.

In order to conduct a timely meeting, there will be a three-minute limit per person for the Public Comments portion of the Agenda. State law prohibits the Subcommittee from taking action on a specific item unless it appears on the posted Agenda.

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

There were no public comments.

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**B. CONSENT CALENDAR**

**Item 2: Approval of Action Minutes from August 21, 2019 Traffic Improvement Subcommittee Meeting**

Motion was made by Subcommittee Member Rosales to approve the August 21, 2019 Action Minutes; Seconded by Subcommittee Member Pedersen. ***Motion passed.*** (***Ayes – 3; Noes – 0.***)

**C. NEW BUSINESS**

There was no new business.

**D. PUBLIC HEARINGS**

There were no Public Hearings.

**E. PUBLIC MEETINGS**

There were no Public Meetings.

**F. OLD BUSINESS**

There was no old business to discuss.

**G. STAFF REPORTS**

Director of Public Works/City Engineer, Matthew Sinacori, provided a brief update to Subcommittee Members on ongoing Citywide traffic items. ***No action required.***

**H. SUBCOMMITTEE COMMENTS**

There were no Subcommittee comments.

**I. ADJOURNMENT**

The Subcommittee meeting adjourned at 4:31 PM.

The next regular meeting of the Traffic Improvement Subcommittee will be scheduled as needed.