



## **AGENDA**

### **CITY OF DANA POINT**

#### **INVESTMENT REVIEW COMMITTEE**

**TUESDAY, DECEMBER 6, 2005**

**3:00 P.M.**

**LOCATION:** Administrative Conference Room, 33282 Golden Lantern, Suite 203, Dana Point, CA 92629

#### **CALL TO ORDER:**

#### **ROLL CALL:** Committee Members

Wayne Rayfield, Mayor  
Diane Harkey, Councilmember  
Larry Rolapp, Public Member  
James Kettler, Public Member  
Doug Chotkevys, City Manager  
Sharie Apodaca, Director of Administrative Services

#### Staff Liaison

Andy Glass, Accounting Manager  
Shanna Wolf, Management Analyst

#### **1. PUBLIC COMMENTS:**

#### **2. APPROVAL OF MINUTES:**

- a.** Approve minutes of October 25, 2005.

**3. UNFINISHED BUSINESS:**

- a. Receive and file final adopted Statement of Safekeeping and Investment of Public Funds policy.
- b. Review and consider 5-Year Projection and Reserve Analysis; provide further direction to staff regarding long-term policy goals for establishment of City reserves.

**4. NEW BUSINESS:**

- a. Certificate of Participation (COP) debt: Consider making a recommendation to the City Council that the \$2,925,000 remaining principal balance of Certificate of Participation (“COP”) debt be repaid at the earliest possible date (August 1, 2006), using funds from the City’s undesignated General Fund reserve, and modify the fiscal year 2007 General Fund operating budget accordingly.

**5. ADJOURNMENT:**

**CERTIFICATION:**

I, Elizabeth Ehring, 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, the Dana Point Post Office, the Capistrano Beach Post Office and the Dana Point Library, by December 2, 2005 at 5:00 p.m.

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ELIZABETH EHRLING, CITY CLERK

\_\_\_\_\_  
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.