

**CITY OF DANA POINT**  
**AGENDA REPORT**

Reviewed By:
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**DATE:           SEPTEMBER 18, 2007**

**TO:             CITY MANAGER/HONORABLE MAYOR AND CITY COUNCIL**

**FROM          CLARA WONG, INTERIM DIRECTOR OF ADMINISTRATIVE SERVICES**

**SUBJECT:      APPOINTMENT OF A MEMBER AT-LARGE TO DANA POINT  
                  YOUTH BOARD.**

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**RECOMMENDED ACTION:**

That the City Council approve the Dana Point Youth Board recommendation to appoint the current member at-large in place of an existing Youth Board member and the replaced Board member be the new member at-large.

**BACKGROUND:**

The Dana Point Youth Board application process for the 2007-08 school year attracted attention from students who attend private schools, but who are residents of Dana Point. The 2007-08 Youth Board is made up of nine Dana Hills High School students, one student from St. Margaret's Episcopal School and one student from Mater Dei High School. Each year the Youth Board participates in several community events such as the Annual Coastal Cleanup Day at Salt Creek, the Holiday Home Decorating Contest and the Festival of Whales Parade. This year's Youth Board has made a strong commitment to serving the community and involving its youth. Absent this level of commitment by all of its members, the Youth Board feels that it will not be able to perform at its highest level.

**DISCUSSION**

One of the Dana Point Youth Board members, Shannon Daley, is currently attending Mater Dei High School in Santa Ana. Ms. Daley is a resident of Dana Point. Due to the distance and commute time from Santa Ana to Dana Point, Ms. Daley would not be able to attend regularly scheduled Youth Board Meetings. The Dana Point Youth Board regularly meets on the first and third Thursday of each month at 4:00 p.m. Currently Ms. Daley is on the Mater Dei Tennis Team which also holds its practices on Thursdays.

Municipal Code Section 2.06.090, Absence from Meetings, states that: "Any Commission member that misses three (3) regular meetings in a calendar year shall be removed from office by a majority vote of the City Council." Although the Municipal Code text specifically mentions the "Commission", Chapter 2.06 is titled, Boards and Commissions-General Provisions," includes the Youth Board. In light of Ms. Daley's inability to regularly attend scheduled Youth Board meetings; her ability to ensure that she does not miss more than three (3) regular meetings is unlikely.

Each year, City Council appoints a minimum of seven high school-aged Dana Point youths to serve on the Dana Point Youth Board. Currently, the Youth Board consists of eleven Board Members and one Board Member at-large. A member "at-large" is the equivalent of an "alternate". An at-large member is sufficiently qualified to be promoted to the position of Board Member at any time.

The Youth Board recommends appointing the current member at-large in Ms. Daley's place as a regular Youth Board member. It then recommends that Ms. Daley be appointed as the new member at-large. If for some reason later in the school year it becomes necessary to appoint another member at-large, there will be an alternate available to the Board.

The Youth Board documents an accurate record of Board Member attendance and will continue to keep track of Board Members and their dedication to serving the community through this Board.

**NOTIFICATION/FOLLOW-UP:**

Dana Point Youth Board

**FISCAL IMPACT:**

None.

**SUPPORTING DOCUMENT:**

None.