

MINUTES OF THE REGULAR MEETING OF THE

**City Council of the City of Coronado
and the
City of Coronado Acting as the Successor Agency to the Community
Development Agency of the City of Coronado**

**Held in the Council Chamber at:
1825 Strand Way
Coronado, California 92118**

**Tuesday, March 18, 2025
2:45 p.m. Closed Session Special Meeting
4:00 p.m. Regular Meeting**

Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

1. CALL TO ORDER/ROLL CALL

The Closed Session Special Meeting of the City Council was called to order at 2:45 p.m. on Tuesday, March 18, 2025, in the City Council Chamber at City Hall with Mayor Duncan presiding.

A quorum of members was present to conduct a meeting by the following results:

Present: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

Absent: (0) None

Also Present: (3) City Manager/Agency Executive Director Tina Friend
City Attorney/Agency Counsel Johanna N. Canlas
City Clerk/Agency Secretary Kelsea Holian

2. ANNOUNCEMENT OF CLOSED SESSION

Mayor Duncan announced closed session at 2:45 p.m.

3. CONFERENCE WITH LEGAL COUNSEL – LABOR NEGOTIATORS

Pursuant to Government Code section 54957.6

a. Labor Negotiations

Agency Designated Representative: Tina Friend, City Manager

Employee Organization(s): Self-Represented and Executive Management

Employees; The American Federation of State, County, and Municipal Employees (AFSCME), Local 127; Coronado Firefighters Association (CFA); and Coronado Police Officers Association (CPOA)

4. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code section 54956.9(d)(1)

- a. *Castillo v. City of Coronado*
Case Number: 25CU006977C
- b. *Lingasin v. City of Coronado, et al.*
Case Number: 25CU005647C
- c. *Coronado Citizens for Transparent Government v. City of Coronado*
4th Dist. Court of Appeal Case No. D082360
- d. *Coronado Citizens for Transparent Government v. City of Coronado*
San Diego Superior Court Case No. 37-2021-00049694-CU-TT-CTL

5. COMMUNICATIONS – ORAL: None.

6. ADJOURN CLOSED SESSION

Closed Session adjourned at 4:11 p.m. with direction provided.

1. CALL TO ORDER/ROLL CALL

The Regular Meeting of the City Council was called to order at 4:13 p.m. on Tuesday, March 18, 2025, in the City Council Chamber at City Hall with Mayor Duncan presiding.

A quorum of members was present to conduct a meeting with the following results:

Present: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

Absent: (0) None

Also Present: (3) City Manager/Agency Executive Director Tina Friend
City Attorney/Agency Counsel Johanna N. Canlas
City Clerk/Agency Secretary Kelsea Holian

2. INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Duncan led the Pledge of Allegiance.

3. MINUTES OF CITY COUNCIL/SUCCESSOR AGENCY:

A motion to approve the minutes of the Regular Meeting of March 4, 2025, was made by Councilmember Downey and seconded by Councilmember Fleming.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

4. PRESENTATIONS: None.

5. CONSENT CALENDAR

Councilmember Purvis asked for clarification on item 5d. regarding the proposed fence height. Assistant Engineer Dave Johnson confirmed the proposed fence height at four (4) feet tall.

Mila Albertson provided comments regarding the City's anticipated electric fire engine.

A motion to approve the Consent Calendar was made by Councilmember Fleming and seconded by Councilmember Steward.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

5a. APPROVAL OF READING BY TITLE AND WAIVER OF READING IN FULL OF ORDINANCES ON THIS AGENDA

Recommendation: Approve the reading by title and waive the reading in full of all ordinances on the agenda.

This item was approved under the Consent Calendar.

5b. REVIEW AND APPROVE THAT THE WARRANTS, AS CERTIFIED BY THE CITY/AGENCY TREASURER, ARE ALL CORRECT, JUST, AND CONFORM TO THE APPROVED BUDGET FOR FISCAL YEAR 2024-25

Recommendation: Approve the warrants as certified by the City/Agency Treasurer.

This financial report was approved under the Consent Calendar.

5c. RESOLUTION TO EXTEND A LOCAL EMERGENCY DECLARATION DUE TO THE DISCOVERY OF CAULERPA PROLIFERA IN THE CORONADO CAYS

Recommendation: Adopt the Resolution to extend a local emergency declaration due to the discovery of Caulerpa prolifera.

Resolution 2025-07 was adopted under the Consent Calendar.

5d. REVIEW ENCROACHMENT PERMIT APPLICATION NUMBER E2501-017 FOR PRIVATE IMPROVEMENTS AT 1100 ISABELLA AVENUE IN THE PUBLIC RIGHT-OF-WAY AND CONSIDER APPROVAL OF ENCROACHMENT MAINTENANCE REMOVAL ASSESSMENT COVERING SAID PRIVATE IMPROVEMENTS

Recommendation: Approve encroachment permit application E2501-017 and authorize the City Engineer to execute the associated Encroachment Maintenance Removal Agreement for the proposed improvements in the public right-of-way at 1100 Isabella Ave.

This item was approved under the Consent Calendar

5e. FY 2024-25 APPROPRIATION OF FUNDS FOR ELECTRIC FIRE ENGINE APPARATUS

Recommendation: Authorize appropriation and amend the FY 2024-25 Budget in the amount of \$86,000 for the outfitting of the RTX Electrical Fire Engine.

This item was approved under the Consent Calendar.

6. COMMUNICATIONS – ORAL:

Jamie Hartnett, President of Coronado Fourth of July, provided updates on the upcoming event and invited the community to participate.

Linda Charles provided comments regarding the safety for pedestrians and vehicles at the intersection at Sixth Street and Pomona Ave.

Brad Gerbel provided comments regarding the ethics and obligations governing City Council.

Councilmember Purvis provided comments regarding her attendance at the Rosie the Riveter event with Councilmember Steward.

7. CITY MANAGER/EXECUTIVE DIRECTOR: None.

8. PUBLIC HEARINGS:

8a. INTRODUCTION AND FIRST READING OF AN ORDINANCE AMENDING SECTIONS 86.04 AND 86.78 OF THE CORONADO MUNICIPAL CODE TO CLAIRIFY THE CITY'S EXISTING PROHIBITION OF RESIDENTIAL TIME-SHARES

Recommendation: Consider introduction of an ordinance amending sections 86.04 and 86.78 of the Coronado Municipal Code clarifying the City's prohibition of residential time-shares and fractional ownership models.

Kirk Fatland, Associate Planner, presented the staff report utilizing a PowerPoint.

Mayor Duncan asked for clarification regarding the proposed ordinance's impact to private agreements between purchasing parties. Mr. Fatland confirmed that the proposed ordinance would not impact private agreements.

Mayor Duncan opened the public hearing and asked if anyone wished to speak on this item.

Jacob Reuben provided comments regarding the prohibition of fractional ownership and urged council to reconsider alternate enforcement options.

Having received no other requests to speak, Mayor Duncan closed the public hearing.

Council discussion ensued regarding the proposed definition of “time share”, scenarios under the scope of regulation of the new definition, and the potential unintended consequences the community would experience.

Johanna Canlas, City Attorney, clarified the proposed definition would only affect arrangements that are exclusively used for transitory purposes and would abide by the City’s current permissive zoning regulations.

Rich Grunow, Community Development Director, stated the distinction between exclusive and shared ownership of a property is based upon usage. Tina Friend, City Manager, noted the proposed definition specifically states “purchaser”, adding further clarification to which parties are affected.

Council discussion ensued regarding ordinance’s impact to the community and possible revisions to the “time share” definition.

A motion to return with revisions for further clarification made by Councilmember Fleming and seconded by Mayor Duncan.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

9. COMMISSION AND COMMITTEE REPORTS: None.

10. CITY COUNCIL:

10a. COUNCIL REPORTS ON INTER-AGENCY COMMITTEE AND BOARD ASSIGNMENTS. (Questions allowed to clarify but no responses, discussion or action. Councilmembers are asked to limit their oral reports to three (3) minutes.)

Councilmember Purvis provided an update relating to her assignment on the Metro Wastewater Joint Powers Authority (JPA).

Councilmember Downey provided an update relating to her assignment on the San Diego Association of Governments (SANDAG) Planning Committee and National League of Cities (NLC) Energy, Environment and Natural Resources Committee utilizing a PowerPoint; and her attendance at the NLC conference.

Councilmember Fleming provided an update relating to his attendance at the NLC conference and his assignment on the Metropolitan Transit System (MTS) Board as alternate.

Mayor Duncan provided an update relating to his assignments on the City Select Committee and the SANDAG Board of Directors

Councilmember Steward provided an update relating to her assignments on the Naval Complexes Coordinating Group and CalCities.

10b. CONSIDERATION OF APPOINTMENT OF ONE NEW MEMBER TO SERVE A THREE-YEAR TERM ON THE HISTORIC RESOURCE COMMISSION

Mayor Duncan introduced the item.

Anne Rinko provided comments regarding her qualifications and interest in being appointed.

Mayor Duncan asked for clarification regarding the post-application process and encouraged all applicants to present.

Kelsea Holian, City Clerk, reviewed the voting methodology that the City Council would use.

The City Clerk called the names and recorded the votes as follows:

Sally Perley	2 Votes
Anne Rinko	5 Votes
Michael Tontz	3 Votes

The City Clerk called the names and recorded the votes for the second round as follows.

Sally Perley	0 Votes
Anne Rinko	5 Votes
Michael Tontz	0 Votes

A motion to appoint Anne Rinko to serve a term set to expire December 31, 2027, on the Historic Resource Commission was made by Mayor Duncan and seconded by Councilmember Steward.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

10c. FISCAL YEAR (FY) 2025-26 CORONADO TOURISM IMPROVEMENT DISTRICT (CTID) ADVISORY BOARD ANNUAL REPORT/MANAGEMENT PLAN AND RESOLUTION OF INTENT TO CONTINUE TO LEVY ASSESSMENTS ON FOUR HOTEL BUSINESSES

Kelli Maples, Senior Management Analyst, introduced the item.

Todd Little, Executive Director of Discover Coronado, provided an overview of the FY 2025-26 Annual Report and Management Plan utilizing a PowerPoint.

Council discussion ensued regarding the possibility for collaborations between the City and hotels to add more accessible transportation methods for residents and guests, the employment climate throughout the San Diego region, and to develop strategies to recruit and retain the workforce in Coronado.

A motion to approve the FY 2025-26 Annual Report and Management Plan from the CTID Advisory Board and adopt Resolution 2025-08 declaring its Intention to Continue to Levy Two One-Half Percent (0.5%) Assessments During Fiscal Year 2025-26 on Certain Hotel Businesses Within the Coronado Tourism Improvement District I and Coronado Tourism Improvement District II; and set a public hearing date of Tuesday, April 15, 2025, for consideration of the continued levy assessment was made by Councilmember Purvis and seconded by Mayor Duncan.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

10d. ADOPTION OF “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORONADO, CALIFORNIA, ACCEPTING THE 2024 CALENDAR YEAR STATE MANDATED FIRE INSPECTION COMPLIANCE REPORT FROM THE CORONADO FIRE DEPARTMENT”

Jayson Summers, Fire Chief, presented the staff report utilizing a PowerPoint.

Councilmember Purvis asked if the hospital receives inspections. Fire Chief Summers stated the hospital does undergo inspections.

Linda Charles provided comments regarding possible assistance for the 55+ and above community.

Mila Albertson provided comments regarding fire safety and prevention for homeowners.

A motion to adopt Resolution 2025-09 Accepting the 2024 Calendar Year State Mandated Fire Inspection Compliance Report from the Coronado Fire Department was made by Councilmember Downey and seconded by Councilmember Fleming.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

10e. REVIEW OF STREET TREE COMMITTEE FUNCTIONS

Kelsea Holian, City Clerk, presented the staff report utilizing a PowerPoint.

Art Valdivia, Public Services Supervisor, provided an overview of the administrative workload and costs for tree removal and replacement requests and effectiveness of Street Tree Committee (STC) involvement in administrative procedures utilizing a PowerPoint.

Mayor Duncan asked how often the STC follows the City's third-party arborist's recommendations for tree removals. Mr. Valdivia stated trees that are recommended for removal by the third-party arborists are typically cleared for removal by the STC.

Council discussion ensued regarding the potential tree removal process if the STC would not be reinstated, appeal procedures, potential Tree Master Plan tree removal and replacement policy revisions, and options to add STC members to the Parks and Recreation Commission (PRC).

Councilmember Purvis stated that the STC and PRC have different goals and are managed by different departments, so combining the bodies could reduce the amount of expertise on each committee or commission.

A motion to incorporate the duties of the Street Tree Committee into the Parks and Recreation Commission and temporarily add two (2) members from the former Street Tree Committee to the Commission to reduce down to a membership of five (5) through natural attrition was made by Councilmember Steward and seconded by Mayor Duncan.

The motion carried by the following results:

Yes: (3) Councilmember Downey; Councilmember Steward;
Mayor Duncan

No: (2) Councilmember Fleming; Councilmember Purvis

Mayor Duncan called for a recess at 7:20 p.m. Council reconvened at 7:32 p.m.

10f. REPORT ON THE 2024 ISLAND EXPRESS ELECTRIC SHUTTLE PROGRAM

Rich Grunow, Community Development Director, presented the staff report utilizing a PowerPoint.

Councilmember Steward and Mr. Grunow discussed how the number of passengers was calculated, data for shared rides being inaccessible, the difference between rides and passengers, and effects on parking supply.

Logan McLeod, Vice President of Circuit National Business Development, provided comments regarding ridership metrics, potential reductions to program costs, customer satisfaction surveys, and pickup/drop-off locations.

Discussion ensued between the Council and Mr. McLeod regarding long term funding, the number of call center rides, mobility shuttle and drop-off locations, including the Naval base.

Carolyn Reynolds, President of Coronado Cab, provided comments regarding industry changes, pilot program data accuracy, pilot program objectives, and potential collaborations from all transportation stakeholders.

Council discussion ensued regarding Coronado Cays service costs, call center elimination, cost reduction methods, external funding options, continuation of a door-to-door service for low mobility residents, impact of fares on ridership, and off-island transit services.

Councilmember Steward asked if the Circuit was able to bring a proposal for the Island Express. City Manager Friend stated a Council's direction was review a completed pilot program and provide direction to staff. City Attorney Canlas stated MTS could provide a proposal because it is the only transportation agency.

Council discussion ensued regarding staff time needed to create a proposal, the parameters surrounding a mini-shuttle program, grant funding exploration, and a timeline for a Request for Proposal (RFP).

City Attorney Canlas explained under the Coronado Municipal Code, the City is required to do an RFP if the contract exceeds a certain amount. She clarified the City's contract with Circuit was based upon SANDAG's contract, but the cost was different based upon services provided. City Manager Friend provided a brief outline of a timeline for an RFP.

A motion to return with parameters for a Request for Proposal and explore funding options was made by Mayor Duncan and seconded by Councilmember Fleming.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

10g. AUTHORIZE THE CITY MANAGER TO EXECUTE A CONTRACT WITH THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM IN THE AMOUNT OF \$122,336.65 TO OPERATE THE 2025 FREE SUMMER SHUTTLE, MTS

ACCESS PARATRANSIT SERVICES AND A FREE FOURTH OF JULY BUS FOR CAYS RESIDENTS

Rich Grunow, Community Development Director, presented the staff report utilizing a PowerPoint.

Council discussion ensued regarding daily ridership totals, average rider cost between the Island Express and the MTS Free Summer Shuttle, trends in ridership, and environmental impact from buses driving through Coronado.

A motion to approve contract with MTS to operate the Free Summer Shuttle, free Fourth of July Shuttle, and purchase 100 PRONTO Passes was made by Councilmember Downey and seconded by Councilmember Purvis.

The motion carried by the following results:

Yes: (4) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Mayor Duncan

No: (1) Councilmember Steward

10h. AUTHORIZATION OF CITY COUNCIL AD HOC OCEAN WATER QUALITY SUBCOMMITTEE

Tina Friend, City Manager, presented the staff report.

Council discussion ensued regarding the purpose of a subcommittee, participation from all councilmembers for advocacy, and the future of the subcommittee.

A motion to authorize a City Council Ad Hoc Ocean Water Quality Subcommittee for one-year, starting on April 1st with Councilmember Fleming, was made by Mayor Duncan and seconded by Councilmember Downey.

The motion carried by the following results:

Yes: (5) Councilmember Downey; Councilmember Fleming;
Councilmember Purvis; Councilmember Steward;
Mayor Duncan

11. CITY ATTORNEY: None.

12. COMMUNICATIONS – WRITTEN: None.

13. ADJOURNMENT

Mayor Duncan adjourned the Regular Meeting at 9:43 p.m.

Approved: April 15, 2025

JOHN D. DUNCAN, Mayor of the
City of Coronado

Attest:

KELSEA HOLIAN, City Clerk of the
City of Coronado

DRAFT