

City of Del Rey Oaks

**City Hall
650 Canyon Del Rey Blvd
Del Rey Oaks, CA 93940**



Action Minutes

Tuesday, June 24, 2025

6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

**Scott Donaldson – Mayor
Jeremy Hallock – Vice Mayor
John Uy – Councilmember
Kim Shirley – Councilmember
Mike Burger – Councilmember**

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson

Roll Call: Present: Vice Mayor Hallock, Councilmember Shirley, Councilmember Burger, and Mayor Donaldson.

Absent: Councilmember Uy

Also Present: City Manager Guertin, Assistant City Attorney Jimenez, City Clerk Minami, Administrative Services Technician Matthews, and Chief of Police Bourquin.

Pledge of Allegiance:

Led by Marlow and Farah of the Del Rey Oaks Chess Club

Public Comment:

Jasmine Vargas: A representative from PG&E outreach for Del Rey Oaks.

PRESENTATION:

Mayor Donaldson introduced resident Mike Obrien and young members of the Del Rey Oaks Chess Club.

Mike O'Brien introduces Marlow and Farah, who are sisters. Proud to be the coach. Thanks Citizens' Action Group, staff, and council. Shares a picture of the group on the TV screen and explains story of the pictures. Presented a framed group photo to the Council to be hung up in City Hall lobby.

PROCLAMATIONS:

Mayor Donaldson read the following proclamations:

Celebrating Chief Bourquin's 30 Years of Service
Celebrating Detective Salopek's 25 Years of Service

PRESENTATION:

Del Rey Oaks Chess Club

Mayor Donaldson introduced resident Mike Obrien and young members of the Del Rey Oaks Chess Club.

Mike O'Brien introduces Marlow and Farah, who are sisters. Proud to be the coach. Thanks Citizens' Action Group, staff, and council. Shares a picture of the group on the TV screen and explains story of the pictures. Presented a framed 8x10 group photo to the Council to be hung up in City Hall lobby.

Central Coast Community Energy (3CE)

Sophia Schwirzke: Reviewed the annual report focusing on the following:
2024 Energy Highlights, Sourcing Renewable Energy 2022-2028, Battery Energy Storage Systems, Reviews Supply Trends on September 2022 and July 2024, Utility Scale Battery Safety, New Renewable Energy Projects and the projects that are online presently, Community

Engagement and Programs, Member agency programs and Community Investment.

She took questions from the Council regarding electric buses, batteries, community outreach, nuclear energy and fossil fuels.

PUBLIC COMMENT:

Denise Wood: Program for battery storage reimbursement?

Sophia: Give them a call, but basically install it, apply for reimbursement and a check is issued.

CONSENT AGENDA:

A. MINUTES: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

1. May 20, 2025, Regular City Council Meeting Minutes
2. May 21, 2025, Special City Council Meeting Minutes

B. MONTHLY REPORTS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

1. Fire Department Response Report, May 2025
2. Police Activity Report, May 2025
3. Financial Reports, May 2025

C. MISCELLANEOUS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)

1. Adopt Resolution 2025-08 Amending Exhibit A & B of the Memorandum of Understanding between ReGen Monterey and Member Agencies for Fiscal Year 2025-26
2. Adopt Resolution 2025-06 Approving a 5.07 percent rate increase to charges by the City's franchised hauler, GreenWaste Recovery, for the collection of solid waste, recycling and organics, effective July 2, 2025
3. Award Contract and Authorize the City Manager to Sign Agreement with Graniterock of \$81,150.00 for the Work Ave Drainage Improvement Project
4. Second Reading of an Ordinance Amending Municipal Code Chapter 15.08 by Adding Section 15.08.10 Designating Fire Hazard Severity Zones

A motion was made by **Councilmember Hallock**, seconded by **Councilmember Shirley**, to Approve the Consent Agenda as presented.

Motion passed unanimously 4-0

PUBLIC COMMENT:

None

OLD BUSINESS:

None

NEW BUSINESS:

- A.** Consider Applications to Fill Four (4) Vacancies on the Planning Commission and Approve Resolution 2025-09 to Appoint 4 Residents to the Planning Commission for 4-Year Terms

The Council and public heard from 4 out of the 5 applicants:

Mike Hayworth

Vincent Machi

Ann Ahmadi

Gary Kreeger was not in attendance, but Ann Ahmadi read his letter that the Council received earlier in the week.

Navid Homami was not in attendance

Each spoke regarding their desire to serve on the Commission and their experience.

There is a question-and-answer period between Council Members and the applicants.

Due to technical issues, the meeting was put on a 5-minute recess.

Back in session:

The Council is tasked with filling out ballots and choosing 4 of the 5 applicants.

The ballots are passed to the City Clerk to tally.

City Clerk Minami: The following folks are nominated to be on the Del Rey Oaks Planning Commission: Congratulations!

Mike Hayworth

Vincent Machi

Ann Ahmadi

and

Gary Kreeger

Motion passed unanimously 4-0

- B.** Consider Approval of the FY 2025-26 Budget Documents to include Appropriation Limits and Investment Policy

City Manager Guertin: Explains sales tax affected by economics. Points are correction on staff report. Further explains the use of the fund balance.

Elizabeth Mariano of RGS: Shows slide show to feature budget aspects such as:

General Fund Summary

Appropriation limits

A pie chart showing the percentage of the City's revenue and another one that shows the General Fund expenditures by department

Contributions to Non Profit Organizations

2026 Capitol Improvement Plan

Recommends approval of 2026 Budget Resolution 2025-10

2026 Appropriation Limit Resolution 2025-11

Investment Policy Resolution 2025-13

Council Member Hallock: Thanks RGS and staff. With services maintained, we are in good shape.

Council Member Shirley: Thanks team. We are lucky and grateful for a balanced budget. Would like to have a robust conversation about the usage of funds. It's not clear to the public what the Council's goals and priorities are for the next year. Asking for a strategic planning session.

Council Member Burger: Impressed by budget meetings and staff work. No room for mistakes in uncertain times.

Mayor Donaldson: Thanks all concerned. Great that we have reserves set aside. Thanks Elizabeth for her kind words about the Clerk's office staff, it is nice to hear. There have been several meetings, special meetings, budget meetings and all provide an opportunity to have opinions and discussions about priorities. Comfortable with the guidance given to staff regarding budget.

Council Member Hallock: Would like the public to be involved with the subject of having a Council Strategic Planning Session. Defers to the Assistant City Attorney.

Assistant City Attorney Jimenez: Prudent to address this subject at a City Council Meeting.
Council Member Shirley: Asks for the strategic planning subject to be agendaized.

A motion was made by **Councilmember Burger**, seconded by **Councilmember Hallock**, to approve the FY 25-26 Budget documents to include appropriation limits and investment policy.

Motion passed unanimously 4-0

- C. Consider Annual AB 2561 Staffing Vacancies Report and Adopt Resolution 2025-12, to comply with Government Code Section 3502.3

Chief of Police Bourquin: Reviews slide show AB 2561 and explains the vacancy issue at Del Rey Oaks in comparison to the needs of other departments. Excited to get a 10th officer. Retention is the key to success.

Council Member Hallock: Community thanks you!

Council Member Shirley: Signing bonus?

Chief of Police Bourquin: Moving bonus could be looked at on a case by case basis.

Council Member Burger: Reviews today job market issues.

Mayor Donaldson: Retention is important and people enjoy working at Del Rey Oaks.

A motion was made by **Councilmember Shirley**, seconded by **Councilmember Burger**, to approve the Annual AB 2561 Staffing Vacancies Report and Adopt Resolution 2025-12, to comply with Government Code Section 3502.3

Motion passed unanimously 4-0

PUBLIC COMMENT:

None

STAFF REPORTS:

- A. Council Reports are in the packet

CORRESPONDENCE:

A. MST Highlights

Closed Session: As permitted by Government Code Section 54956 et. seq. the Council may adjourn to a Closed Session to consider specific matters dealing with certain litigation, personnel, or labor/real property negotiations.

- A. Public Comment on Closed Session Items: Anyone wishing to address the City Council on an item to be discussed in closed session may do so now. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this public comment period.**

The following people made statements, and some letters were read regarding the quality of John Guertin's stellar character and his effectiveness and fairness as a City Manager.

**Administrative Services Technician Stacy Matthews
Public Works Supervisor Ron Fucci
City Clerk Karen Minami
City Clerk Karen Minami read a letter written by Deputy City Clerk Laura Batra
Police Chief Bourquin
Police Commander Roger Guzman
Resident Mike Hayworth**

B. Closed Session Items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: City Manager (Gov't Code section 54957)

Adjournment to closed session at 8:20 pm

Mayor called Regular Meeting to order at 9:30 pm

City Attorney Lorca: An Ad Hoc Committee of Council Member Uy and Council Member Burger was formed to review City Manager Guertin's contract.

NEXT MEETING DATE:

Tuesday, August 26, 2025 at 6:00 pm

ADJOURNMENT: 9:35 pm

Attest:_____

Date:-----