

City of Del Rey Oaks

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



Action Minutes

Tuesday, September 23, 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, City Attorney Lorca, City Clerk Minami, and Administrative Services Technician Matthews

Pledge of Allegiance:

Led by Mayor Donaldson

Public Comment:

Patrice Vecchione: Lack of regard for the public. The trees on Carlton Drive were removed without any notice. Ethically, residents should have been informed beforehand. The removed tree is affecting her yard and the shade. Was told the trees had bark beetles and were a hazard, but there isn't a report to show for it. Asks for a report.

Cecilia Carrasco: Read a statement to Council regarding lack of Police involvement and enforcement of the no-smoking ordinance at The Oaks Condominiums that was passed in 2024. Asks for help in enforcing the ordinance and the rules at the Oaks.

Helen Birdsong: Reads from Ordinance: City Manager "shall" designate enforcement. Asks for a return call from the Chief of Police, still waiting after leaving her phone number for him to call her back.

Gary Kreeger: Mentions the Vacancy Ordinance and asks Council to consider it. Asks the City to pull the weeds on the CNPS land, it's a bad look for the City not to cooperate with them.

PROCLAMATIONS:

Mayor Donaldson reads excerpts from the following proclamations:

A. National Suicide Prevention Month

B. National Hispanic Heritage Month

C. Stormwater Awareness Week

CONSENT AGENDA:

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

1. August 26, 2025 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, August 2025

2. Police Activity Report, August 2025

3. Financial Reports, August 2025

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

1. Consider Approval of Contract with City of Seaside for Street Sweeping Services and Budget Modification to include Approval of Resolution 2025-16
2. Consider Budget Amendments to Appropriate Regional Surface Transportation Program (RSTP) Funds and Adjust SB1 Allocation for the Work Avenue Drainage Improvement Project

PUBLIC COMMENT:

None

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

Motion passed unanimously 4-0

OLD BUSINESS:

None

NEW BUSINESS:

- A. Consider Council Direction Regarding Development of a Memorial Bench Policy

City Manager Guertin: Shares the slide show to present how other Cities have developed a Memorial Bench Policy and ideas to get direction. The main question is, does the Council want a Memorial Bench Policy in place for the City?

Reviews concept and asks for direction on the following ideas:

- *Application process and approvals: Staff approval
- *Bench locations and placement strategies: Staff assigns to avoid over-concentration
- *Cost recovery and fees: Full cost recovery, update annually
- * Permit terms and renewals: 5-year renewable vs 10-15 years but recommends 7-10 year term.
- *Maintenance responsibilities: City (Structural), permittee (cosmetic)
- *Plaque standards: Standardized format, staff-approved
- *Transferability and removal provisions: Removal allowed for safety/public need
- *Only for residents who have passed away

Mayor Donaldson: Great way to honor and memorialize folks.

Councilmember Hallock: Beautiful idea. Likes 10 years. Can they take it with them when they move?

City Manager Guertin: No.

Councilmember Shirley: In support of it and agrees with City Manager Guertin. Maybe if the person is strongly tied to DRO, but not a resident (?). Likes after 10 years, no renewal. What kind of material?

City Manager Guertin: Composite because it will last longer than wood.

Councilmember Burger: Speaks of the situations that occur in Pacific Grove at his business. Suggests around the park for location plan. Small discount for 10 years. \$50.00 annual maintenance fee. No statues should be allowed. Have a skateboard deterrent.

Mayor Donaldson: Standard size and font. Renewal needs to be addressed in policy. City Manager shall decide on the location. Over-the-counter approval will work.

PUBLIC COMMENT:

Mike Hayworth: Verbiage needs to be approved ahead of time.

Cecilia Carrasco: Excellent idea.

Gary Kreeger: Great idea to have a policy and likes the idea of composite.

Celine Pinet: It is welcoming

PUBLIC COMMENT CLOSED

STAFF REPORTS:

- A. Council Reports are in the packet

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.**

No Public Comment

Adjournment to closed session at 6:50 pm

B. Closed Session Items:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) Property: APNS: 031-191-026-000, 031-191-027-000 and 031-191-028-000 Agency Negotiators: John Guertin and Alex Lorca

Negotiating Parties: City of Del Rey Oaks and City Ventures Under Negotiation: Price and terms of payment

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) Property: 899 Rosita Rd, Del Rey Oaks, CA 93940 (APN 012-551-006-000) Agency Negotiator: City Manager John Guertin Negotiating Parties: City of Del Rey Oaks and Hana Gardens Del Rey Oaks (Del Rey Oaks Garden Center) Under Negotiation: Price and Terms of Payment

Meeting commenced to open session:

City Attorney Lorca: Direction was given to staff, and no decision or action was made.

NEXT MEETING DATE:

Tuesday, October 28, 2025 at 6:00 pm

ADJOURNMENT: 7:50 pm

Attest:_____

Date:-----