

City of Del Rey Oaks

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



Action Minutes

Tuesday September 24, 2024 - 6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

**Scott Donaldson – Mayor
John Uy – Vice Mayor
Jeremy Hallock – Councilmember
Kim Shirley – Councilmember
Bill Ragsdale-Cronin - Councilmember**

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson.

Roll Call: Present: Mayor Donaldson, Vice Mayor Uy, Council Member Shirley, and Council Member Hallock.

Also Present: City Manager Guertin, City Attorney Lorca, Police Chief Bourquin, City Clerk Minami, Administrative Services Technician Matthews and Deputy City Clerk Batra.

Pledge of Allegiance:

Led by Mayor Donaldson.

Public Comment:

Scott Morgan: If any FEMA funding can be found, the 8 homes along Arroyo Del Rey have history of bad flood damage. Need grant to fix erosion from Frog Pond to Safeway. Who handles this upstream. Pressure treated handrails through park rough, hard on hands for seniors and children. Redwood top caps would be more comfortable. Bridges in park should have “no dumping, leads to bay” signs.

Letter from Mary O'Donnell read by City Manager Guertin: Sad to see trees removed, doesn't not like lighting in the park at night because can't enjoy stars and natural moonlight.

PROCLAMATION:

- A.** Alexis Arrazola from the Office of California State Representative Dawn Addis presents a proclamation cosigned by California State Senator John Laird in honor of Council Member Bill Ragsdale-Cronin to Susan Ragsdale-Cronin.

Council, Staff, and Public: Shared anecdotes honoring memory of Council Member Ragsdale-Cronin and his lasting legacy in the City of Del Rey Oaks and surrounding communities.

- B.** Mayor Donaldson recognizes Stormwater Awareness Week
- C.** Mayor Donaldson honors National Hispanic Heritage Month

PRESENTATION:

- A.** Community Human Services - Robin McCrae

Presentation given by Robin McCrae: Community Human Services (CHS), established in 1969 by parents concerned about kids drug use; today provides substance abuse, homelessness, and mental health services to youth, adults, and families in locations throughout Monterey County, with the largest concentration of clients served in Salinas; lists locations throughout Salinas and the Peninsula surrounding Del Rey Oaks in slides. The largest category of services provided is substance abuse. State statistics for homelessness have dropped in the last few years, but Monterey levels have increased. Clients in Del Rey

Oaks using CHS in 2024 show a total of 25 individuals served, 23 for substance abuse and 2 for mental health. Other programs available through CHS include Rapid Rehousing Solutions, which provides shelter, housing, deposit, and moving assistance.

Council Member Shirley: Thanks for presentation. Aware of students at MPC who use CHS services; how do people find these services?

Robin McCrae: Through self-referral, places of worship, schools, non-profits, police services, food banks, Salvation Army and others well-networked organizations in the community aware of CHS services.

Council Member Shirley: Thanks CHS for their work. Hope Del Rey Oaks Police are aware of their services.

Vice Mayor Uy: Thanks for work in the community. How can City or individuals help this organization?

Robin McCrae: Thanks the City for support and contribution in Joint Powers Agency, and funding. Individuals can make contributions through donations of money or time. Thank you to Council Member Hallock and former Vice Mayor Pat Lintell for their work and outreach for CHS.

Council Member Hallock: As representative for the City as vice-chair on the board, no questions, thanks Robin on behalf of the Council. The City Del Rey Oaks is idyllic community, but these issues impact us and needs to be addressed. Pleased to be part of solution for people in need, and Del Rey Oaks received a certificate of appreciation for involvement in the Joint Powers Agency. Brought former Vice Mayor Pat Lintell tonight; her involvement inspired my involvement. Discusses working with Susan Ragsdale-Cronin and Council Member Shirley on tee shirt bag project. Thanks Robin for presenting.

Mayor Donaldson: Thanks Robin for presentation, thanks Council Member Hallock, former Vice Mayor Lintell, and those past and present in the community involved with CHS, including Susan Ragsdale-Cronin and COUNCIL MEMBER Shirley. Opens to public comment.

Kevin Raskoff: Where are we? How well served are we? Are we meeting need? How far do we need to go to serve community?

Robin McCrae: Those being served are served well with good outcomes. Unfortunately need is greater than resources, particularly for womens' and family shelters, which have long waiting lists. The youth shelter in Monterey has capacity due to challenges building trust with unaccompanied youth/children. One of CHS former board members, Alana Myles, here in the audience, as well as former Vice Mayor Pat Lintell. Thanks for work they put into CHS programs

Alana Myles: Amazed by variety of services provided by Community Health Services to residents in county. Proud to have served on the board with former Vice Mayor Pat Lintell, continue to be involved, speak highly of such a well-run program. Thank you to the organization.

Former Vice Mayor Pat Lintell: Thanks Robin, enjoyed serving on board. Discusses how COUNCIL MEMBER Hallock thought about serving on board while running for office. Thanks Robin and CHS for all they do.

Council Member Shirley: Puts a plug in for CHS's All Women's Ball; calls it most fun event on the Peninsula.

Mayor Donaldson: Thanks Robin for presenting, and Alana for her service.

CONSENT AGENDA:

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

1. August 27, 2024, City Council Meeting Minutes

Vice Mayor Uy: Pulls Item A1, Minutes from City Council Meeting Minutes from August 27, 2024. Please edit minutes in Public Comment to reflect John Boles, not Jim Clark.

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

1. Financials July & August 2023 – July & August 2024
2. Fire Department Response Report, August 2024
3. Police Activity Report, August 2024

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

1. Approve Resolution 2024-17, Ratifying City Manager Action to Execute Agreements with Monterey Peninsula Engineering for Road and Drainage Work on Rosita Road

A motion was made by **Council Member Shirley**, seconded by **Council Member Hallock** to approve the Consent Agenda with edit the August 27, 2024 City Council Meeting Minutes to reflect John Boles, not Jim Clark.

Motion passed unanimously 4-0

PUBLIC COMMENT:

None

OLD BUSINESS:

A. Housing Element Status Update

Denise Duffy stepped out for a moment, Council will address new business and come back to old business after she is back

NEW BUSINESS:

- A.** Approve Resolution 2024-18 Authorizing the City Manager to Execute Memorandum of Understanding with the County of Monterey for Tobacco Retail Licensing and Administration and Enforcement Service

Mayor Donaldson: Introduces Resolution 2024-18 Authorizing the City Manager to Execute Memorandum of Understanding with the County of Monterey for Tobacco Retail Licensing and Administration and Enforcement Service and hands off to City Manager for explanation.

City Manager Guertin: Thanks Mayor. Tonight's action approves a Memorandum of Understanding with the County of Monterey to manage and enforce tobacco retail licenses in Del Rey Oaks. Monterey approved ordinance in last few years regulating tobacco licenses; has made an effort to get all local governments in county to do the same for consistent county-wide enforcement. Del Rey Oaks' Tobacco Retail Licensing Ordinance approved earlier in January to mirror county ordinance, this is next step. Will help county and other local governments to achieve regional health goals. Working with Blue Zones group to reduce secondhand smoke from cigarettes, e-cigarettes or marijuana, as well as to reduce access to tobacco and vaping products in community. As a small city, don't have the resources or experience the county does, so the MOU delegates collection of taxes, administration, and enforcement, and compliance to county. No pass through to City, taxes stay with the county to pay for program.

Council Member Shirley: How are our tobacco retailers going to find out about this? Does the county reach out to them? Do we reach out to them?

City Manager Guertin: We'll reach out to them, the county will explain the program to them.

Council Member Shirley: Those fees will begin the beginning of the calendar year? So they pay every year?

City Manager Guertin: Good question, not sure.

Council Member Shirley: Really happy; part of outreach is to reduce tobacco use. Thank you.

Mayor Donaldson: Thanks Council Member Shirley.

Vice Mayor Uy: Thanks Mayor, City Manager Guertin, and staff for hard work.

Mayor Donaldson: Thanks Vice Mayor Uy.

Council Member Hallock: Thanks Mayor, no questions or comments. Thanks City Manager for efforts, and supports this action.

A motion was made by **Council Member Hallock**, seconded by **Council Member Shirley** to approve Resolution 2024-18 Authorizing the City Manager to Execute Memorandum of Understanding with the County of Monterey for Tobacco Retail Licensing and Administration and Enforcement Service

Motion passed unanimously 4-0

PUBLIC COMMENT:

None

OLD BUSINESS:

A. Housing Element Status Update

Mayor Donaldson: Back to item 7A now Denise is back.

Denise Duffy: Short Housing Element update status report. Still going back and forth sharing correspondence with revision to homelessness. Need further review at city level then two weeks of review prior to bringing item back to Council. Working on revisions with HCD regarding adding policies for homelessness. Waiting to hear back about another possible program next week. Now have all the draft track changes version of housing element and is undergoing review. Longest section affirmatively further fair housing, working to get to City Manager for review next week, when everything will be compiled. Will have another meeting with HCD staff at that point, and we HCD has authorized us to put an informal document together for review in context of all requirements of Housing Element to communicate what they want in continued revisions without waiting on formal letter. No formal document for Council to adopt before it goes to HCD. Goes through history of past housing cycle process and successes culminating in December of 2023 with adoption of 6th Cycle Housing Element, and how it pertains to actions moving forward. Received a letter, working revisions and comments from that. The revised document will be on website and available for review, with Special Meeting and/or Office Hours added to discuss and ask questions. This is a short status update report, no staff report associated with it. Staff report to be available next time when discussing actual document and everyone will have a chance to ask questions.

City Manager Guertin: Pushing to get update ready for Council, slowing process down in conjunction with Housing and Community Development, at their prompting, working with them more on formal review process; don't want to have to bring this back to Council multiple times. Trying to avoid extensive back and forth in favor of a more complete document with better chance of being certified by HCD. Slowing down gives city staff more time to review, and work with HCD and Fair Housing and make sure we address housing laws so don't have to go back and do additional revisions. Changes since last ordinance, want to make sure up to date before moving forward and bringing to Council.

Denise Duffy: Very common in local and state jurisdictions to have many iterations of the Housing Element. Adoption is one thing, compliance is needed. No requirement to have it done by end of this year because already have rezoning completed in 2023, deadline of six Cycle, so we don't have a shortfall.

Mayor Donaldson: Thanks Denise for update, and City Manager for clarification.

Council Member Shirley: Doesn't like it when Denise comes to Council without any written report. Hard to process what is said without a document to go back and read.

Denise Duffy: Can put staff report already written on website tomorrow. Doesn't want to present staff report without having document.

Council Member Shirley: Doesn't like the feel of the process. Understand trying to get to a point HCD will accept, but wants to see iterations mentioned.

Denise Duffy: Respectfully disagrees. No iterations to Council until document is public. Open process, have had 15 meetings.

Council Member Shirley: Wants to see more detail.

Denise Duffy: Willing to talk to Council Member Shirley separately; reiterates that it is time consuming process.

Council Member Shirley: Concerned about how long process is taking. Wants it to go to Planning Commission

Denise Duffy: Repeats desire for joint Planning Commission Council meeting and office hours to address specifics.

Council Member Shirley: Wants chance for joint discussion.

Denise Duffy: Document to be available informally to HCD for discussion; will then provide entire document to Planning Commission and Council and on website with adequate time to review prior to discussion, rather than a presentation. Unable to discuss changes until have been reviewed.

Council Member Shirley: How much time to review report?

Denise Duffy: Two weeks. Targeting a October 22nd meeting, unless schedule something separate. Will outline dates and post to website. Reiterates back and forth nature of process.

Vice Mayor Uy: Thanks Mayor, Denise and staff for work.

Council Member Hallock: Thanks Mayor and Denise. Reserves comments for now.

Mayor Donaldson: Public comments or questions? Seeing none, asks Denise about any individual items with HCD that could create major modification.

Denise Duffy: Lots of comments on policies and programs, particularly want to expand ADU program monitoring, and how it is done. Also comments on how taking steps to create affordable housing. Important to show development documents outlining these steps. Appreciated Community Health Services; demonstrated resources for affordable and fair housing and addressing homelessness in City.

Mayor Donaldson: What is needed from Council or staff?

Denise Duffy: Nothing currently. Working together well.

City Manager Guertin: Have clear direction with how to modify document. No time frame yet from HCD for updates and changes.

Mayor Donaldson: Joint Planning/Council meeting has worked well, will use format again. Thanks Denise for update. Moves on to Staff Reports.

STAFF REPORTS:

A. Council Reports

City Manager Guertin: A lot of work in city: FORTAG trail work in progress, please do not use trail when closed, not safe for pedestrian, crew, or police that might need to respond. Night work should be over, lanes modified and changed for underpass work. Speed limit reduced. TAMC is contact for questions about project. Cal Fire fuel reduction work also in progress, big changes, important to keep community safe from wildfires and insured. Not removing live healthy trees, only deadfall, diseased and dead trees, limbing up, and removing poison oak and invasive undergrowth.

Mayor Donaldson: Other reports are in packet, Celebration of Life for Council Member Ragsdale-Cronin on October 19th from 3-5pm, literature on table. Adjourns meeting in honor of Council Member Ragsdale-Cronin.

CORRESPONDENCE:

- A.** Post Certification Letter for Police Department
MST Highlights
TAMC Highlights
Veteran's Affair Update

NEXT MEETING DATE: Tuesday, October 22, 2024 at 6:00pm

ADJOURNMENT: 7:28 pm

Attest:

Date:
