

City of Del Rey Oaks

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



Action Minutes

Tuesday June 25, 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, Councilmember Uy, Councilmember Shirley, Councilmember Hallock, and Councilmember Ragsdale-Cronin

Absent: None

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

Pledge of Allegiance:

Mayor Donaldson led the Pledge of Allegiance

Public Comment:

Karen Harris: SDRO has an insect hotel at the Butterfly Garden.
July 20th City trash pick up day
September 21st Coastal Clean Up Day
Marta Crabtree: MPUSD Measure I, 3rd bond measure in 4 years.
Mike Hayworth: Blood Bank Bus on July 22nd, at park.

PROCLAMATIONS:

A. City Clerk Minami-Acknowledgement 20th Year of Service to the City

CONSENT AGENDA: *Action Items*

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

1. May 21, 2024 Regular City Council Meeting Minutes

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

1. Financials May 2023 – May 2024
2. Fire Department Response Report, May 2024
3. Police Activity Report, May 2024

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

1. Adopt Amended Resolution 2024-03, Approving the FY 2024-25 SB1 Funding Project List
2. Adopt Resolution 2024-06, Amending the Conflict-of-Interest Code
3. Adopt Resolution 2024-08, Calling and Providing for a General Municipal Election to be held in the City of Del Rey Oaks on Tuesday, November 5, 2024
4. Adopt Resolution 2024-07 Approving Authorization to Execute Agreements, Certifications and any Amendments thereto The City Manager for the Emergency Road Work Performed on Rosita Road

A motion was made by **Council Member Shirley**, seconded by **Council Member Hallock** to approve the Consent Agenda as presented.

Motion passed unanimously 5-0

No Public Comment was received.

OLD BUSINESS: None

NEW BUSINESS:

- A.** Adopt Resolution 2024-09 Placing a Measure on the November 5, 2024, General Election Ballot Amending the Municipal Code to Increase the City's Transient Occupancy Tax Rate

City Manager Guertin: Presents the staff report regarding the proposed TOT increase. Del Rey Oaks is one of the lowest in the county. Going up to 12% isn't pushing the envelope. Will be on November 5th Ballot.

Council Member Hallock: It's flexible so it can be increase without going to a ballot measure again, in the future.

Council Member Shirley: In favor of it.

Vice Mayor Uy: Commends City Manager for going to 3rd party legal counsel.

Mayor Donaldson: Tourist has impact on Del Rey Oaks.

A motion was made by **Council Member Uy**, seconded by **Council Member Shirley** to approve Resolution 2024-09 as presented.

Motion passed unanimously 5-0

No Public Comment was received.

- B.** Approve and Authorize the City Manager to Sign an Exclusive Right to Negotiate (ERN) Agreement Between the City and City Ventures for Development of the City's Parcels on the Former Fort Ord

City Manager Guertin: Signing this does not lock us into anything, it is strictly for us not to talk to any other developers. They will pay \$85,000 and that breaks down to \$10,000 as good faith payment and the balance goes into fund to pay for costs

associated with the due diligence. Explains the agreement in detail. This is a normal process in development. There will be planning commission and city council meetings as well as public meetings in the future.

Council Member Hallock: Thanks John, impressed with City Venture folks.

Council Member Shirley: Asks questions regarding agreement, timeline, commitment, opinions, schedule, water and outreach.

City Attorney Lorca: Give more information regarding the ERN to clarify questions.

Mayor Donaldson: They have skin in the game, and they will find out if it's viable or not. City Ventures was involved with Hamilton Air Force Base in Novato, the Mayor of Novato had nothing but good things to say about them.

Council Member Ragsdale-Cronin: Totally in support.

Vice Mayor Uy: Learn from other cities mistakes. Wants a lot of public engagement.

PUBLIC COMMENT:

Karen Harris: City has water rights, make sure to withhold some of other city parcels or a civic center.

A motion was made by **Council Member Ragsdale-Cronin**, seconded by **Council Member Uy** to authorize City Manager to sign Exclusive Right to Negotiate as presented.

Motion passed unanimously 5-0

- C.** Adopt Resolution 2024-10, Approving the FY 2024-25 Budget
- D.** Adopt Resolution 2024-11, Establishing Appropriations Limit for FY 2024-25
- E.** Adopt Resolution 2024-12, Approving 2024-25 Salary Schedule
- F.** Adopt Resolution 2024-13, Approving the City Investment Policy

City Manager Guertin: Thanks the public for staying and hearing about the budget. Biggest source of revenue is Sales Tax. Balanced budget, much better than other Cities. No cost of living but retention incentive and education incentive available as of July 1, 2024. This year will be loaded with Capital Improvement Projects mostly funded by grants. Looking into budget software for next year's budget.

City Council Member Hallock: Great job, thanks City Manager Guertin.

City Council Member Shirley: Support it and asks to have a Strategic Planning Session this year. Budget Committee will review Reserve Policy.

Vice Mayor Uy: Proud of team, great job

Mayor Donaldson: Rare these days to have a balanced budget, thanks all.

A motion was made by **Council Member Hallock** and seconded by **Vice Mayor Uy** to Adopt Resolution 2024-10, Approving the FY 2024-25 Budget, Adopt Resolution 2024-11, Establishing Appropriations Limit for FY 2024-25, Adopt Resolution 2024-12, Approving 2024-25 Salary Schedule and Adopt Resolution 2024-13, Approving the City Investment Policy as presented.

Motion passed unanimously 5-0

No Public Comment was received.

Staff and Council Reports:

City Manager Guertin:

Staging for FORTAG work will begin soon and Granite Rock will start under pass detour work.

NEXT MEETING DATE: **Tuesday, August 27, 2024 at 6:00pm**

ADJOURNMENT **7:50pm**

Attest:

Date:
