

# **City of Del Rey Oaks**

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



## **Action Minutes**

**Tuesday, February 25, 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 Uy, Councilmember Shirley, Councilmember Burger, and Mayor Donaldson.

Absent: None

Also Present: City Manager Guertin, City Attorney Lorca, City Clerk Minami, and Deputy City Clerk Batra.

**Pledge of Allegiance:**

Led by Mayor Donaldson

**Public Comment:**

**Gary Kreeger:** Reached out to Mayor Donaldson and got a response from him. Feels like he still needs to make a statement. Mentions Measure J. He is disappointed in the decision and the vote of the Mayors Select Committee putting Mayor Donohue on LAFCO because he thinks that Mayor Velasquez should have gotten appointed. Also, thanks to the Police and Fire Department for showing up so quickly to help his mother-in-law.

**Helen Birdsong** Echoes other comments regarding the vote.

**Dennis Allion:** A Small majority of the peninsula wanted the buyout and voted for Measure J. It's a misguided effort. Understands that Donohue is a logical choice for LAFCO appointment.

Letters stating dissatisfaction of Mayor Donaldson's vote to appoint Mayor Donohue to LAFCO from the following people were read out loud by **City Manager Guertin:**

Mike Delapa

Barbara Moore

Melodie Cristlock

Vicki Pearse

Jane Haines

J. Parise

Silva Shih

**Councilmember Shirley:** Wants to get input on higher rates, read council reports. Wants to have open budget planning sessions and still needs strategic planning sessions. Asks the public to reach out to her and to help her advocate for these changes.

**PROCLAMATIONS:**

**Celebrating Black History Month**

**Celebrating National Women's History Month**

**PRESENTATION:**

**AB 413 California's New Statewide "Daylighting Law"**

**Police Chief Bouquin:** Reviews the slide show and video. Explains the new law and how the DROPD will handle it. As with education on the website, in flyers, on nextdoor, on facebook and in person around neighborhoods.

**Public Comment:**

**Helen Birdsong:** Similar to when the bike lane was installed on 218?

**CONSENT AGENDA:**

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

1. December 17, 2024, City Council Meeting Minutes
2. January 28, 2025, City Council Cancellation Notice

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

1. Fire Department Response Report, December 2024 and January 2025
2. Police Activity Report, December 2024 and January 2025
3. Financial Reports, December 2024 and January 2025

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

**None**

A motion was made by **Councilmember Shirley**, seconded by **Councilmember Burger** to approve the Consent Agenda, as presented

**Motion passed unanimously 5-0**

**PUBLIC COMMENT:**

**None**

**Old Business:**

**None**

**NEW BUSINESS:**

**A. Adopt Resolution 2025-01 Updating and Establishing User and Regulatory Fees**

Presented by Brain Brown, of ClearSource, Inc.

**Shares slide show:**

\*How cities collect fees and charges.

\*The Study does not examine taxes, assessments, utility rates and development impact fees

\*The Study does include:

Building Fees- Construction permit processing, plan check, and inspection  
Planning Fees- Entitlement review and review for compliance with zoning code

Engineering and Encroachment Fees- review of development-related grading and public improvements; review and inspection of temporary encroachment in the city right of way  
Police Fees/Administrative Fees/Facility Rental Fees

Reviews the Study Findings and Recommendations

Reviews the Regional Fee Comparison

**Council Member Uy:** Any foreseen impact on seniors? Any behavioral impacts?

**Brian Brown:** Some sticker shock initially

**Council Member Shirley:** It will be a needed bump in revenue and is line with others

**Mayor Donaldson:** Four things to take away from this presentation:

- 1) It is long overdue
- 2) Not meant to be a money maker
- 3) The amount of increase is not out of whack
- 4) Good timing, before development

**PUBLIC COMMENT:**

**Mike Hayworth:** When was the last time other cities did a fee study?

**Brian Brown:** All comps are somewhat current; they are not outdated

A motion was made by **Vice Mayor Hallock**, seconded by **Councilmember Uy** to Approve the adoption of Resolution 2025-01 Updating and Establishing User and Regulatory Fees.

**Motion passed unanimously 5-0**

**B. Approve an Increase of 6% in contingencies for the Rosita Rd Emergency Repair Project and Authorize the City Manager to Sign Change Orders**

**City Manager Guertin:** Explains the needs for the increase, what was found once the excavation started and the additional funds keep us inside grant award.

**Councilmember Uy:** Future problems?

- A. A motion was made by **Councilmember Burger**, seconded by **Councilmember Uy** to Approve an Increase of 6% in contingencies for the Rosita Rd Emergency Repair Project and Authorize the City Manager to Sign Change Orders

**Motion passed unanimously 5-0**

**OLD BUSINESS:**

- A. None**

**STAFF REPORTS:**

- A. Council Reports in packet**

**City Manager Guertin** reports on the status of the Rosita Rd project and thanks everyone for their patience. This will be completed by the 28<sup>th</sup> of the month. Check out updates of the city's website.

**CORRESPONDENCE:**

- A. TAMC Highlights**
  - MST Highlights
  - Mosquito Abatement Highlights
  - Veteran Affairs Update

**NEXT MEETING DATE:** Tuesday, March 25, 2025 at 6:00pm

**ADJOURNMENT:** 7:30 pm

**Attest:**

**Date:**

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