

City of Del Rey Oaks

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



Action Minutes

Tuesday, August 26, 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, Councilmember Uy, and Mayor Donaldson.

Also Present: City Manager Guertin, City Attorney Lorca, City Clerk Minami, Deputy City Clerk Batra, and Chief of Police Bourquin.

Pledge of Allegiance:

Led by Mayor Donaldson

Public Comment:

Kristin Clark: Invites others to join the Del Rey Oaks Citizen Actions Group and informs when they meet and mentioned the Fall Festival for Saturday Oct. 4, 2025

PROCLAMATIONS:

Mayor Donaldson read the following proclamation:

Honoring George Jaksha for 34 years of Distinguished Service to the City and Community
The Mayor thanked George for his years of service and gave him a key to the city.

Public Comment:

Jim Clark: Tells jokes and stories about George and thanks him for his service and friendship.

Mike Hayworth: Thanks Georg for all of the help throughout the years on the commission and his friendship.

Jerry Edelen: Became friends in 1957. It is because of George that he started on the Planning Commission, followed by the Council. Thanks him.

Kristin Clark: He is a friend who brings people together. He “roped” her into being a Planning Commissioner, too.

Councilmember Burger: Learned a lot from George on the Commission and considers him a friend.

Councilmember Uy: Thanks the entire Jaksha family. Inspiring to young people.

Councilmember Hallock: It’s all Georges fault that he is in politics. He mentored him as Chairman and still appreciates it.

Councilmember Shirley: Congratulations George, appreciates his devotion to the City.

City Manager Guertin: Thanks George, from the entire staff. He is appreciated.

City Attorney Lorca: Thanks George for always considering the applicants.

The meeting took a brief recess for refreshments in Commissioner Jaksha’s honor

Meeting adjourned at 6:15pm, came back to order at 6:35pm

CONSENT AGENDA:

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

1. June 24, 2025, Regular 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, June and July 2025
2. Police Activity Report, June and July 2025
3. Financial Reports, June and July 2025

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

1. Consider Approval of the Consultant Services Agreement with Avenu Insights and Analytics, LLC, and Authorize the City Manager to execute the Agreement on behalf of the City
2. Consider Approval of the Amended Salary Schedule for FY 2025-26
3. Consider Approval and to Authorize City Manager to sign the Contract with Smith & Enright Landscaping, Inc. for Annual Landscape Maintenance Services
4. Consider Approval and to Authorize City Manager to Sign Agreement for Professional Planning and Environmental Consulting Services with Denise Duffy & Associates
5. Approval to Contract with Dell Solutions for a New Server for the Police Department

PUBLIC COMMENT:

None

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

Motion passed unanimously 5-0

PUBLIC COMMENT:

None

OLD BUSINESS:

None

NEW BUSINESS:

Mayor Donaldson requests to rearrange the order of the items in consideration of time for speaker from ReGen Monterey – Council accepted.

- A.** Consider Approval and to Authorize the City Manager to Sign a Memorandum of Understanding with ReGen Monterey and Participating Member Agencies Regarding Assistance with Franchise Agreement Matters.

City Manager Guertin: Gives a presentation of the following items:

- *Gave the background of the 6 other member agencies and Del Rey Oaks with ReGen
- *Current franchise agreement entered into in 2010, expires in 2030.
- *Explains the purpose of the MOU. ReGen Monterey manages activities on behalf of agencies.
- *Activities include engagement, RFP development and negotiations. TAC meets monthly.
- *Fiscal Impacts. Equal cost share among 7 agencies: \$76,374.00

Councilmember Burger: Why does Del Rey Oaks pay the same as larger cities?

Kristin Ohara, ReGen: Explains that it is the same amount of effort and work for small cities as the larger ones. Has received full consensus from all City Councils.

Councilmember Shirley: The ReGen TAC is one of the best in the area, does a great job!

Councilmember Uy: Are there risks involved? The work on SB1383 is helpful.

Kristin Ohara, ReGen: Each jurisdiction has the same amount of benefits based on HF&H recommendations.

Vice Mayor Hallock: It's too bad that fee and size of city is disproportionate.

Mayor Donaldson: Thanks for taking the time to be here and answer questions Kristin.

PUBLIC COMMENT:

None

A motion was made by **Councilmember Shirley**, seconded by **Councilmember Uy**, to Approve and to Authorize the City Manager to Sign a Memorandum of Understanding with ReGen Monterey and Participating Member Agencies Regarding Assistance with Franchise Agreement Matters

Motion passed unanimously 5-0

- B.** Consider Approval of Contract with ClearGov for Electronic Budget Development and Management Services

City Manager Guertin: Shares the difference between a budget created in Excel and the work product of the ClearGov Budget book from the City of San Juan Bautista. Points out the differences between the work products. He is excited about getting this for the city, it's gonna be fun.

Councilmember Burger: Is it compatible with the accounting system?

City Manager Guertin: Yes.

Councilmember Uy: Thanks John.

Vice Mayor Hallock: It will look great.

Councilmember Shirley: Thanks John. Asks about how soon the monthly reports ready for budget meetings.

City Manager Guertin: A few months.

Mayor Donaldson: Appreciate the work, thanks John.

PUBLIC COMMENT:

None

A motion was made by **Councilmember Burger**, seconded by **Vice Mayor Hallock**, to approve the Contract with ClearGov for Electronic Budget Development and Management Services.

Motion passed unanimously 5-0

STAFF REPORTS:

- A. Council Reports are in the packet

CORRESPONDENCE:

- A. MST Highlights
Mosquito Abatement Highlights

NEXT MEETING DATE:

Tuesday, September 23, 2025 at 6:00 pm

ADJOURNMENT: 7:20 pm

Attest: _____

Date:-----