

City of Del Rey Oaks

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



Action Minutes

Tuesday, December 16, 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.

Absent: None

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

Pledge of Allegiance:

Led by Mayor Donaldson

Public Comment:

None

PRESENTATION:

Swearing in of new Reserve Officer Isaac Garcia

Complementary comments were made about Officer Garcia by the Mayor and Chief of Police.

The meeting recessed for 15 minutes to allow for refreshments and taking of pictures.

CONSENT AGENDA:

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

1. November 18, 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, November 2025
2. Police Activity Report, November 2025
3. Financial Reports, November 2025

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

1. Consider Approval of 2026 City Council and Planning Commission Meeting Calendar
2. Authorize City Manager to Execute Contract with James DeChalk Cleaning Services
3. Authorize City Manager to Execute Contract with Coronado Vehicle Services
4. Consider Approval of the 2026 Mayor's Select Committee Appointments
5. Consider Approval of a 2nd Contract Amendment for City Manager John Guertin

PUBLIC COMMENT:

None

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

Motion passed unanimously 5-0

OLD BUSINESS:

None

NEW BUSINESS:

A. Approval of the Memorandum of Understanding (MOU) between the Del Rey Oaks Police Department and Community Human Services Street Outreach Program for Homeless Youth

Chief Bourquin and Flora Stoutenmeier from Community Human Services presented the program, which provides services including food, clothing, hygiene supplies, case management, and housing navigation. The council members expressed strong support for the collaboration, with Vice Mayor Hallock highlighting his involvement with the program through the Community Human Services board. The Chief notified Council that a group meeting with police officers would be held to discuss the MOU and outreach process.

A motion was made by **Councilmember Hallock**, seconded by **Councilmember Burger**, to approve an MOU between Del Rey Oaks PD and Community Human Services for a street outreach program to assist homeless youth up to age 24.

PUBLIC COMMENT:

None

B. Approval of a Consulting Services Agreement with Economic & Planning Systems, Inc. (EPS) for Technical and Advisory Support Related to Fort Ord Reuse and Public Asset Management

The City Council heard the review from City Manager Guertin to consider a consulting services agreement with EPS for technical advisory support related to Fort Ord reuse and public asset management, with a budget not to exceed \$75,000. David Zender will assist the City Manager in reaching out to developers familiar with Fort Ord projects, gathering insights to develop a defensible and equitable process for selecting a master developer. The agreement also includes support for exploring opportunities at other city properties, such as the Work Memorial site, Rosita land, and Public Works Site. An item will be heard in February, with a process of what it will look like going forward. Comments from the Council emphasized the importance of transparent communication throughout this process and expressed support for bringing in expert assistance by David Zender, given the City's limited in-house expertise.

PUBLIC COMMENT:

None

A motion was made by **Councilmember Uy** and seconded by **Councilmember Shirley** to approve a consulting services agreement with EPS for technical advisory support related to Fort Ord reuse and public asset management.

Motion passed unanimously 5-0

C. Information Item: Conclusion of Lease Renewal Discussions with Hana Gardens and Findings from City Due Diligence

City Manager Guertin reviewed the concerns and findings from the due diligence. The City Council discussed the termination of the lease agreement with Hana Gardens due to breaches of the conditional use permit and safety concerns, including the unauthorized use of untreated well water for restrooms and irrigation. The council emphasized transparency and public safety as reasons for the decision, noting that the business was planning to move to a new site in Monterey anyway. City Manager Guertin assured that the city would not be significantly impacted financially, as the business only paid \$3,000 monthly and received free water valued at tens of thousands of dollars. Future plans include assessing the building's condition and engaging the public through Planning Commission and City Council meetings to determine new uses for the property. All City Councilmembers agreed that this is the best course of action because of the circumstances leading up to it.

PUBLIC COMMENT:

George Jaksha: Appreciates the description of what is really happening.

STAFF REPORTS:

In the packet with the correspondence

NEXT MEETING DATE: Tuesday, January 27, 2026 at 6:00 pm

ADJOURNMENT: 7:05 pm

Attest: _____

Date:-----