

City of Del Rey Oaks

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



Action Minutes

Tuesday, August 25, 2026

6:00 PM

City Council – Regular Meeting

Del Rey Oaks City Council

**Scott Donaldson – Mayor
Mike Burger – Vice Mayor
John Uy – Councilmember
Kim Shirley – Councilmember
Jeremy Hallock – Councilmember**

6:00 PM – Called to Order:

The meeting was called to order by Mayor Donaldson

Roll Call: Present: Mayor Donaldson, Vice Mayor Burger, Councilmember Shirley, Councilmember Hallock and Councilmember Uy

Absent: None

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

Pledge of Allegiance:

Led by Daniella from the Chess Club

Public Comment:

Josh Stratton, Cal Am Coastal Division: Provided information on the Emergency Response Plan and let the Council know he is always available for questions.

Cheryl Parker: She read a statement regarding her concern that the road connecting to Rosita should only have light traffic.

PROCLAMATION: Mayor Donaldson read the proclamation Honoring Former City Councilmember Patricia “Pat” Lintell and introduced Pat’s son, Chuck Lintell.

Councilmember Uy: Inspired by Pat when she ran for office.

Councilmember Hallock: Was a huge inspiration to all. He took her place on Community Human Services, where she is known for her valuable work. She is loved by many!

City Manager Guertin: Always had candy available for her; she loved it. She was trusted and loved by many. When he first started job, he was told by Karen Minami he should be scared of Pat. Once he met with her and told her that story, all she said was, “Karen is right”. And laughed out loud!

City Attorney Lorca: Pat had a calm and cool demeanor. Even during turbulent times, she was dedicated to the city. She was a dream to work for.

Councilmember Shirley: Impressed by how she handled the ice cream social and other activities. They were on different political sides, but she always had respect for Pat.

Councilmember Burger: She was a classy woman. Always asked for both sides of opinions. Very thoughtful in her demeanor.

Alice Green: She was very respected and rang every doorbell when she ran for office. She was willing to change her mind and that was important.

City Clerk Minami: Considered Pat a friend and loved her. She was a caring person who was around during the more turbulent times and always listened to staff on any concern. She will be missed.

Chuck Lintell: Thanks everyone, for their kind words; it means so much.

PRESENTATION TO COUNCIL OF THE DEL REY OAKS CHESS CLUB PICTURE

Mike O’Brian spoke about the kids that are in the group. Gave cute details of the kids who are in the chamber to present pictures. The kids handed every Councilmember and staff member a picture. And then presented the larger picture to the Mayor to place in city hall. Special thanks to DRO Citizens’ Action Group for all of their support. Points out “Coach Chris” and thanks him for helping out.

The entire council thanked Mike and the group of kids for the picture and encouraged them to keep up the good work.

PRESENTATION FROM BRADLEY STRAWSTER, FOUNDER /CEO COMPASS ETHICARDS

Chief Bourquin: Gives an introduction of Bradley, who is an ethics professor at NPS. Has known him for many years.

Bradley Strawster: Thanks the Chief and PD for all of their work and for being at the forefront of building trust with the community and implementing this action in the daily lives of officers. Presented the PD with a framed certificate of appreciation. Pictures were taken.

PRESENTATION OF THE SWEARING IN OF NEW POLICE OFFICER JOHN O'NEIL

Chief Bourquin: Gives Officer O'Neil's history in law enforcement and what he enjoys doing with his family in his spare time. Welcomes John to the DRO "family".

Chief Swears Officer O'Neil in as a new officer with the Del Rey Oaks Police Department. John's wife pins his new badge on him, and pictures were taken.

The Mayor calls for a 15-minute break for pictures and refreshments

CONSENT AGENDA:

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

1. June 23, 2026 City Council Meeting Minutes
2. April 8, 2026 Planning Commission 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 2026
2. Police Activity Report, June and July 2026
3. Financial Reports, July 2026

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

1. None

PUBLIC COMMENT:

None

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

Motion passed unanimously 5-0

OLD BUSINESS: None

NEW BUSINESS:

A. Consider Waiving the First Reading, Conduct a Public Hearing and Adopt an Ordinance to City of Del Rey Oaks Municipal Code and Replace it with a new Chapter 17.70 Regarding the Accessory Dwelling Units (ADU) Ordinance.

Luke Hiserman, Assistant Planner at Denise Duffy and Associates presents and explains the following information from slide show and answered questions along the way:

- ▶ ADUs and JADUs are recognized as critical components to expanding infill housing supply.
- ▶ State law & City identify ADUs as a critical strategy to address the housing shortage.
- ▶ The proposed ADU Ordinance will update the City's ordinance for ADUs and JADUs consistent with State law (Government Code Sections 66310 through 66342).
- ▶ Ordinance No. 308 Adopted in 2021.
- ▶ Aligned with now outdated Government Code Sections 65852.2 through 65852.22 and 2021 ADU Handbook.
- ▶ 2025 Adopted Housing Element Update includes Program C.2.
- ▶ A provision of Program C.2 requires the City to review and update the ADU Ordinance consistent with State Law.
- ▶ State HCD sent two Technical Assistance Letters to the City.
- ▶ 2024-2025: City staff communicated with HCD staff on necessary ADU ordinance updates during the Housing Element Update process.
- ▶ 2025: The State passed another round of ADU housing laws.
- ▶ 2026: HCD provided an updated ADU Handbook in March 2026 to guide jurisdictions' updates to local ADU ordinances.

He further reviewed some of the key elements of the ADU & JADU Ordinance and answered questions from the council.

- 15-day completeness determination
- Requires all ADU' and JADU's to be rented for longer than 30 days
- Prohibits development impact fees on units smaller than 750 sq ft
- Requires owner occupancy for all JADU's
- Prohibits fire sprinkler requirements when sprinklers are not required for the primary residence.

- Prohibits requiring a new or separate utility connection
- Prohibits requiring replacement of parking spaces lost during construction of ADU's

City Attorney Lorca: This item was heard by the Planning Commission on August 12, 2026.

PUBLIC COMMENT:

None

- B.** A motion was made by **Councilmember Hallock**, seconded by **Councilmember Shirley**, to approve item 8.A. Consider Waiving the First Reading, Conduct a Public Hearing and Adopt an Ordinance to City of Del Rey Oaks Municipal Code and Replace it with a new Chapter 17.70 Regarding the Accessory Dwelling Units (ADU) Ordinance.

Motion passed unanimously 5-0

STAFF REPORTS: In the packet

CORRESPONDENCE: In the packet

Closed Session: As permitted by Government Code Section 54956 et. seq. the Council may adjourn to a Closed Session to consider specific matters dealing with certain litigation, personnel, or labor/real property negotiations.

- A. Public Comment on Closed Session Items:** Anyone wishing to address the City Council on an item to be discussed in closed session may do so now. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this public comment period.

Public Comment:

Cheryl Parker: Environmental issues. Offers to volunteer to make sure the city has other information readily available.

B. Closed Session Items:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8)

Property: 899 Rosita Rd. Del Rey Oaks, CA 93940

Agency negotiator: City Manager John Guertin

Negotiating parties: Coastal Paving and Excavating Mike Melicia, Owner

Under negotiation: Price and terms of payment

ADJOURNMENT INTO CLOSED SESSION: 7:20PM

BACK INTO OPEN SESSION: 8:20PM

City Attorney Lorca reported that the item was reviewed, direction was given, and no reportable action was taken.

ADJOURNED MEETING IN MEMORY OF PATRICIA "PAT" LINTELL: 8:25PM

NEXT MEETING DATE: Tuesday, September 22, 2026 at 6:00 pm

Attest:_____

Date:-----