



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

REGULAR MEETING AGENDA OF THE CITY OF DEL REY OAKS CITY COUNCIL TUESDAY, AUGUST 25, 2026 AT 6:00 PM

Del Rey Oaks City Hall is inviting you to an **IN-PERSON MEETING AT CITY HALL**

PLEASE NOTE THIS WILL BE LIVE STREAMED FOR VIEWING ONLY
YOU WILL NOT BE ABLE TO MAKE PUBLIC COMMENTS

Join Live Stream Meeting

<http://bit.ly/4q8aLjm>

- 1. ROLL CALL - Council**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENTS:** General Public Comment must deal with matters subject to the jurisdiction of the City and the Council that are not on the Agenda. Anyone wishing to address the City Council on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered. 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 item and all comments will be referred to staff.
- 4. PROCLAMATION:**
 - A.** [Honoring Former City Councilmember Patricia "Pat" Lintell](#)
- 5. PRESENTATION:**
 - A.** Mike O'Brien of the Del Rey Oaks Chess Club
 - B.** Bradley Strawser, Founder/CEO Compass Ethicards
 - C.** Swearing in Ceremony for Del Rey Oaks Police Officer John O'Neil
- 6. CONSENT AGENDA:**

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

- 1.** City Council Minutes June 23, 2026
- 2.** Planning Commission Minutes April 8, 2026

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

- 1.** Police Department Monthly Response Reports June and July 2026
- 2.** Fire Department Monthly Response Reports June and July 2026
- 3.** Monthly Financial Reports July, 2026

C. MISCELLANEOUS: (CEQA: as to all, not a project per Guidelines Article 20, Section 15378)-None

7. OLD BUSINESS: None

8. 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.

9. STAFF REPORTS:

- A.** Council Reports in the packet

10. CORRESPONDENCE:

- A.** In the packet

11. 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.**

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

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

13. ADJOURNMENT in honor of Former City Council Member Patricia "Pat" Lintell

Information distributed to the Council at the meeting becomes part of the public record. A copy of written material, pictures, etc. must be provided to the secretary for this purpose. All enclosures and materials regarding these agenda items are available for public review at the Del Rey Oaks City Hall, 650 Canyon Del Rey Road, Del Rey Oaks.



CITY OF DEL REY OAKS

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PHONE (831) 394-8511 FAX (831) 394-6421

PROCLAMATION HONORING FORMER CITY COUNCILMEMBER PATRICIA "PAT" LINTELL

WHEREAS, it is with great sadness and loving appreciation that we recognize Mrs. Patricia "Pat" Lintell for her many years of devoted service to the City of Del Rey Oaks.

WHEREAS she moved to Del Rey Oaks in 2001 and initially got involved with the city as a concerned citizen with an interest in shaping the city's future and helping others.

WHEREAS Pat Lintell was a dedicated public servant who was elected to and served as a member of the Del Rey Oaks City Council during the years 2014 to 2023.

WHEREAS Pat was a loyal friend who could often be seen walking in the neighborhood and speaking with residents to gain a better understanding of their needs and desires so she could properly represent them.

WHEREAS having an open mind and a keen intellect, Pat was an influential voice on the City Council, and her actions continue to positively impact our entire community.

WHEREAS her competitive nature was evident in her love for the game of Bridge and the challenge of Jigsaw puzzles, which she would easily dedicate hours to those activities.

WHEREAS Pat cared deeply for the less fortunate members of our community and volunteered to serve on the Monterey County Community Human Services Board where she made major contributions to those in need.

WHEREAS she was a member of the Del Rey Oaks Citizens Action Group (DROCAG) from 2012 to 2022, and at 84 years old organized "The Pony Express" and participated in distributing The Acorn Newsletter and DROCAG announcements to each house in the city.

THEREFORE, now be it resolved that Pat Lintell has left behind friends, family, and a legacy of service and dedication to others, and she will be deeply missed.

Signed this 25th day of August, 2026

Scott Donaldson, Mayor

City of Del Rey Oaks

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



Action Minutes

Tuesday, June 23, 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 Mayor Donaldson

Public Comment:

Gary Kreeger: There will be a tragedy on the bike path on HWY 218 if nothing is done; it's only a matter of time.

Kristin: Doesn't want to have the STR cap increased; raise the tax instead. Los Encinos is impacted with two already on the small street.

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

1. May 19, 2026 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, May 2026
2. Police Activity Report, May 2026
3. Financial Reports, May 2026

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

1. Consider Approval of the FY 2026-27 Budget Documents
2. Consider Approval of Resolution 2026-17, to Call and provide for a General Municipal Election to be held in the City of Del Rey Oaks on Tuesday, November 3, 2026
3. Adopt Resolution 2026-18, Amending Conflict of Interest Code
4. Adopt Resolution 2026-16 Approving a 3.03 percent rate increase to charges by the City's franchised hauler, Greenwaste Recovery, for the collection of solid waste, recycling and organics, effective July 1, 2026

5. Adopt Resolution 2026-21 Amending Exhibit A&B of the Memorandum of Understanding between ReGen Monterey and Member Agencies for FY 2026-27

PUBLIC COMMENT:

None

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

Motion passed unanimously 5-0

OLD BUSINESS: None**NEW BUSINESS:**

A. Consider Annual AB 2561 Staffing Vacancies Report and Adopt Resolution 2026-20, to comply with Government Code Section 3502.3

Chief Bourquin: Reviewed the annual AB2561 staff vacancy report and adopted Resolution 2026-20 to comply with the Government Code. Currently have two unfilled positions but plan to cover a third vacancy. Needs to get them here and keep them here. Thanks the council for always being supportive.

The discussion included a conversation about police department staffing challenges and retention strategies, with the Chief highlighting the department's family-oriented culture and training opportunities as key retention factors despite lower salaries compared to other agencies.

PUBLIC COMMENT:

None

A motion was made by **Councilmember Hallock**, seconded by **Councilmember Uy**, to approve item 6.A. Annual AB 2561 Staffing Vacancies Report as presented.

Motion passed unanimously 5-0

B. Selection of Development Partner for Former Fort Ord Properties and Authorization to Negotiate an Exclusive Negotiating Agreement with Shea Homes

City Manager Guertin: Presents the item. Explains that any of the 3 potential developers would be able to get to the finish line with the city on this project. Reviewed the selection of a development partner for the former Fort Ord properties. This process will be more like a "courtship," so we have time to learn about each other. The ENA doesn't lock the city into anything. The ENA process will take approximately 18 months to complete and will include multiple opportunities for public input before any final development agreement is reached.

David Zhender of Economic & Planning Systems (EPS): Presented the item by highlighting parts of the staff report in the packet. He focused on evaluating three developer proposals for the project, with the city seeking a partner to ensure fiscal sustainability, community development, and fair market value. Asked robust questions to all 3 developers. The discussion highlighted key evaluation criteria including funding sources, planning approach, and public-private partnership capabilities. Reviewed the selection of a development partner for the former Fort Ord properties, focusing on authorizing negotiations with Shea Homes. After thorough evaluation, IL and Shea Homes were identified as the top candidates, with Urban Mix coming in third place due to their more ambitious proposal involving a surf park as a town center, which was considered premature for the current stage of development. After rigorous evaluation, Shea Homes was selected as the preferred developer due to their strong financial capacity, comprehensive understanding of the project's physical and financial realities, and demonstrated ability to work collaboratively with the city. The city team recommended moving forward with an exclusive right to negotiate with Shea Homes to develop a formal development disposition agreement.

Councilmember Hallock: Thanks them all and really appreciated the individual updates prior to this meeting. Totally supports this item.

Councilmember Shirley: Her questions have been answered, appreciates all of the details.

Councilmember Burger: Confident in this decision; we are well informed, and it is best for the community.

Councilmember Uy: Excited and interested in the "courtship" phase. What to expect?

David Zhender: It will be taken in phases and explains the ENA process. After due diligence, items will be rolled out over time.

Mayor Donaldson: Impressive details. Best partner for the long haul. How will they handle economic downturn?

City Manager Guertin: Can't speak for Shea, but they have multiple channels and capabilities. Shea is family-owned, and financial decision-making is streamlined.

PUBLIC COMMENTS:

Andrew: Revenue from the sale?

John: Additional revenue is crucial. Hotel is the best option. No idea should be off the table.

Gary: Sooner there is resident buy-in, the better. Water and endangered plant issues.

City Manager Guertin: Reads from John Gaglioti's letter: this should be considered as a gate-opening discussion and not a gate-closing discussion.

A motion was made by **Councilmember Burger**, seconded by **Councilmember Hallock**, to approve item 6.B. Selection of Development Partner for Former Fort Ord Properties and Authorization to Negotiate an Exclusive Negotiating Agreement with Shea Homes.

Motion passed unanimously 5-0

STAFF REPORTS: In the packet with the correspondence

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.

B. Closed Session Items:

1. Conference with Legal Counsel – Existing Litigation (Government Code § 54956.9(a)) California Native Plant Society vs. Fort Ord Reuse Authority, et al Superior Court of the State of California, County of Monterey, Case No. 20CV001529

Attachments:

Settlement Agreement and General Release dated May 15, 2023;

Enforcement Settlement Letter dated June 11, 2026 Regarding APN 031-191-013

PUBLIC COMMENT:

Beth: Spirit of the law. This is a black eye on the city.

Nicki: CNPS sued the city and now has an agreement with the city. No action is an action. This is a little ridiculous; it's just common sense.

Patrice: This is getting silly. Where is the stewardship?

Brian: CNPS for 30 years. Ridiculous that we are still talking about it.

ADJOURNMENT INTO CLOSED SESSION: 7:16PM

BACK INTO OPEN SESSION: 8:30PM

City Attorney Lorca reported that the item was review and an update was given and no reportable action was taken.

NEXT MEETING DATE:

Tuesday, August 25, 2026 at 6:00 pm

Attest: _____

Date:-----

City of Del Rey Oaks

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



Action Minutes

Wednesday, April 8, 2026 - 6:00 PM

Planning Commission – Regular Meeting

Del Rey Oaks Planning Commission

Mike Hayworth – Chair

Denise Wood – Vice Chair

Gary Kreeger – Commissioner

Louise Goetzelt - Commissioner

Ann Ahmadi – Commissioner

Celine Pinet – Commissioner

Vince Machi – Commissioner

6:01PM – Called to Order:

The meeting was called to order by Chair Hayworth.

Roll Call:

Present: Commissioner Kreeger, Commissioner Goetzelt, Commissioner Ahmadi, Commissioner Pinet, Commissioner Machi, Vice Chair Wood, and Chair Hayworth.

Absent: None

Staff Present:

City Clerk Minami, Administrative Services Technician Matthews and City Attorney Alex Lorca.

Pledge of Allegiance:

Chair Hayworth led the Pledge of Allegiance.

Consent Agenda:

Adopt February 11, 2026, Planning Commission Meeting Minutes
A motion to approve was made by Commissioner Goetzelt and seconded by Commissioner Ahmadi. Minutes were approved 7-0.

Public Comment:

Alice Green: At the pedestrian crossing on 218, the sign is covered up by a tree that needs trimming.

Reports:

Building Activity Reports for February 2026 were accepted unanimously.

Commissioner Ahmadi: Excited to see so many ADU's on list.

Old Business:

None

New Business:

A. Applicant's Name:	George McGuire
Owner's Name:	Banyan Group Construction, Inc.
File Number:	ARC #26-02, VAR #26-01 & CUP #26-01
Site Location:	120 Del Rey Gardens
Planning Area:	APN #012-601-024-000
CEQA Determination:	Categorically Exempt pursuant to CEQA Guidelines §§ 15301 and 15303
Project Description:	Requesting Architectural Review, Variance, and Conditional Use Permit to remodel and expand the floor area of the existing two-story

commercial/office building, with a private automobile design studio, sales showroom, and event venue on the first floor, and residential apartments on the second floor proposed for Short-term rentals. Additional installation of new entry tower, construction of covered garages for the residential units, new ADA accessible parking space, and new concrete patio adjacent to main entry, with a concrete sidewalk leading to new entrance.

Recommended Action:

Analyze provided material, make appropriate findings, impose conditions as appropriate, and give direction to staff.

Commissioner Goetzelt recused herself and left the council chambers, as she owns property just outside of the 500 ft radius from the proposed project.

Robyn Simpson of Denise Duffy and Associates reads from the staff report:

Project Description: Mr. George McGuire, on behalf of Banyan Group Construction, Inc. (Applicant), submitted an Architectural Review application for alterations to an existing commercial/office building, including a variance request for parking and building additions on the property located at 120 Del Rey Gardens Drive (project). The project proposes to remodel and expand the floor area of the existing two-story commercial/office building and convert the second floor into two residential apartments to be made available for short-term rental use. The first floor would be converted into a private automobile design studio and sales showroom. In addition, the project proposes to use the ground floor for automobile-related events throughout the year. A new four-car garage is proposed for construction the parcel, within the footprint of the existing parking lot. The proposed project also requests variances from parking standards and a reduction in setback requirements. The proposed use permit and variance requests are further addressed below.

An aerial view of the site is shown on **Figure 1**. The existing commercial property site is located within an area of office, light industrial, and service commercial uses along Del Rey Gardens Drive, with access to Canyon Del Rey Boulevard. Multi-family residential condominiums are located nearby. The property is next to the Monterey Regional Airport. Review of the Airport Safety Zones in the Airport Land Use Plan indicates the property is outside the Airport safety zones, restricting residential use.

Discussion: The following discussion centers on the components of the application materials and variance request submitted by the Applicant. All materials are included in the Planning Commission packet attached to this staff report.

Proposed Construction: Construction will include the demolition of existing wood-framed walls on both the first and second floors. The first floor will be expanded to increase usable space and enhance the visual depth of the building's north facade. Additional work includes the installation of a new entry tower, construction of covered garages for the short-term residential units, a new handicap-accessible van parking space, and a new concrete patio adjacent to the main entry, along with a concrete sidewalk leading to the new entrance.

The scope of construction will incorporate new wood-framed walls with drywall finishes, insulation, drywall ceilings, complete electrical, plumbing, and heating, ventilation, and air conditioning (HVAC)

systems. Interior and exterior finishes will include ceramic tile flooring, cabinetry, granite countertops, paint; wood doors and frames, windows, restrooms, bathtubs and showers with accessories, roofing, waterproofing, second floor decks/balconies, wrought iron elements, and new concrete foundations and sidewalls.

Site Plan: Please refer to Sheet A100 of the project plan sheet, the Applicant submitted a Site Plan at 1/8" = 1' scale. The Site Plan identifies existing and proposed building square footage, landscaped areas, location and zoning details, occupancy type, and a parking analysis including identification of parking spaces and area. The Site plan also indicates rear, side, and front setbacks for the existing and proposed structures on-site.

Floor Plan: Sheet A200 depicts the floorplans for the existing building. Sheet A201 depicts the First Floor Plan for the remodeled main structure, Sheet A202 shows the Second Floor Plan for the remodeled main structure, and the Garage Floor Plan is identified on Sheet A301. Each Floor Plan is depicted at a scale of 1/4" = 1'. The Floor Plans identify the layout of the existing and proposed building spaces.

Plot Plans: Sheet A300 illustrates the Plot Plan for the main structure showing elevations at the appropriate scale (i.e., 3/16" = 1'). Sheet A301 illustrates the Plot Plan for the garage structure showing elevations at the appropriate scale (i.e., 1/4" = 1'). The location of existing trees in relation to the remodeled building are shown on Sheet A300.

Landscape Plans: Sheet L100 depicts the landscape plan for the project at the appropriate scale (i.e., 1/8" = 1'). The landscape plan indicates that the majority of the existing site landscape will remain in place and that removal of one tree is required for the project. The landscape plan also notes that certain portions of the existing landscape, including the planters at the front of the parcel, will be replanted with City-approved drought-resistant species.

Color and Materials Samples: Color and material samples for building paint, window glazing, window mullion, building accent colors, and roof tiles are provided on Sheet A300.

Street Designations, North Arrow, Graphic Scale: The Site Plan (Sheet A100) depicts the property address, 120 Del Rey Gardens Drive, and depicts the property line and existing on-site driveways. A north arrow is depicted on the Site Plan (Sheet A100), Floor Plans (Sheets A200, A201, A202, A301), and Landscape Plan (Sheet L100). Graphic scales are shown on all plans (i.e., Site Plan, Floor Plans, Landscape Plan, and Plotting Plans).

Netting and Ribbon: The Applicant has installed orange-colored netting on the property to show the outline and height of the proposed new structure, second story additions, changes to the existing roof line, and changes in building footprint as required by the City's Architectural Review process.

Parking Plan: Site Plan, Sheet A100, identifies off-street parking spaces, and includes a calculation for determination of required parking. The plan also illustrates ingress and egress between the street and parking spaces on the property. The project proposes to construct a four-car garage within the existing footprint of the existing off-site parking facilities. Section 17.24.040(2)(a) and (e) require parking for professional services to equal one parking space for every 300 square feet. Residential parking must provide one covered parking space consisting of one attached or detached enclosed garage space measuring no less than 288 sf, per residential unit (Section 17.08.090).

Table 1
Parking Required (Section 17.24.040(2)(a) and (e))

Uses	Square Footage	Ratio (parking space/square footage)	Parking
Professional Services	5,405	1/300	18
2 Residential Units	4,815	N/A	2
Total Required			20

Table 2
Site Plan Parking

Uses	Parking Spaces
Professional Services	13 uncovered and 2 covered
Accessible Parking	1 uncovered
Residential	2 covered
Total Parking Spaces	18

The parking calculations are inconsistent with C-1 parking requirements (Section 17.24.040), with a total deficit of two spaces for the professional services use. The Applicant has applied for a variance for the professional services parking shortfall and the addition of the covered residential parking.

Signage Plan: Planning and Building Department Guidelines require an Applicant prepare a Signage Plan and apply for a Sign Permit for projects before any sign is placed, displayed, painted, posted, printed, tacked, fastened, erected, relocated, or constructed (Sections 17.59.020 and 17.59.040). The Applicant has indicated that signage is not included as part of this project, and no signage is shown on the Architectural Plans or application materials provided by the Applicant. Any future signage installed on the project site would require preparation of a Signage Plan and approval of a Sign Permit by the Planning Commission.

Analysis:

Variance: Development standards for the C-1 zoning district are described in Section 17.24.040 of the City's Municipal Code. Specifically, lot area and dimensions shall comply with the following minimum standards except where variance is granted by the City Council (Section 17.24.040(A)):

1. Lot Area. Ten thousand square feet minimum.
2. Lot Width. 50 feet and depth – 100 feet.
3. Yards. Front 35 feet; side 10 feet, and rear 15 feet set-back.
4. Building Height. No principal structure building shall exceed two stories or 30 feet in height and no accessory building shall exceed one story or 15 feet in height, except as approved by a variance.

The front setback of the existing building does not meet the C-1 standard of 35 feet. The Applicant is applying for a building variance since the project would further reduce the front setback of the remodeled building to approximately 17.9 feet. The variance is necessary due to the unique physical characteristics of the subject property and the functional requirements of the proposed mixed-use development, specifically the ability to provide adequate on-site parking, functional access, and usable open space. The side and rear setbacks of the remodeled building and the new garage structure would meet their

respective minimum setbacks of 10 feet and 15 feet (Section 17.24.040). The Applicant proposes to construct the proposed garage within the footprint of the existing southern parking facility to reduce the construction footprint. No other configuration of the garage within the existing developed footprint of the property would meet the required 10-foot minimum side yard setback or the required 15-foot minimum rear setback.

The Applicant is requesting a variance related to meeting parking requirements in the City Code.¹ The project proposes the addition of the two short-term residential units to the property, and may in the future, rent these as residential units on a year-round basis. Under City Code, the project would be required to add covered parking spaces, consisting of one attached or detached enclosed garage space measuring no less than 288 sf, at a rate of one garage space per residential unit (Section 17.08.090). In addition, the project would have a shortfall of two professional services parking spaces as described above (Sheet A100). Section 17.24.040(2) (e) requires parking for professional services to equal one parking space for every 300 square feet of floor area.

Standards for Approving Variances: Pursuant to Del Rey Oaks Municipal Code Section 17.44.020, an application for a variance shall include a statement and adequate evidence showing the following three standards below:

- A. That there are exceptional or extraordinary circumstances or conditions applying to the land, building or use referred to in the application, which circumstances or conditions do not apply generally to land, buildings and/or uses in the same district;
- B. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights of the petitioner;
- C. That the granting of such application will not, under the circumstances of the particular case, materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicant and will not, under the circumstances of the particular case, be materially detrimental to the public welfare or injurious to the property or improvements in said neighborhood.

Variance and Special Circumstances: The Applicant has provided information to support the findings for approval of variances (included in the packet). The project incorporates appropriate site planning measures, including adequate parking for the proposed uses, safe vehicular and pedestrian circulation, and designated open space, which collectively promote safe and functional use of the property. The scale, intensity, and design of the proposed development are consistent with the uses permitted within the zoning district and are not anticipated to generate significant increases in traffic, noise, or other potential impacts compared to the office commercial uses currently allowed on the site. Additionally, the project is reconstruction of existing commercial space to allow for mixed-use, on a site that is already developed, has adequate infrastructure, access and available land area for the proposed use. The applicant has noted that the variance is necessary due to the unique physical characteristics of the subject property and the functional requirements of the proposed mixed-use development, specifically the ability to provide adequate on-site parking, functional access, and usable open space

Use Permit and Zoning: The subject property is located in the City's C-1 zoning district and carries a Neighborhood Commercial land use designation (NC[C-1]). Allowable and permitted uses in the R-1, C, and C-1 zoning districts as they relate to the project are summarized in several sections in the Zoning

Code. Section 17.24.030 of the Zoning Ordinance states that residential uses are a conditional use in the C-1 district, and would require a conditional use permit. Pursuant to the Del Rey Oaks Municipal Code, the C-1 (Neighborhood Commercial) district is intended to accommodate limited retail, service, and office uses that serve local needs, while maintaining compatibility with surrounding development (Sections 17.24.010 and 17.20.010). The code permits all uses allowed in residential (“R”) districts within commercial zones (Section 17.20.020), and allows residential uses in the C-1 district subject to a Conditional Use Permit and compliance with applicable residential standards (Section 17.24.030). Additionally, certain residential activities, such as short-term rentals in the R-1 district, require a Conditional Use Permit (Section 17.08.025).

Short-term residential rentals require a conditional permit and the proposed short term residential rental is therefore not considered a “permitted” use. Short-term rentals are defined in City Ordinance No. 293 as “a privately owned residential dwelling, such as, but not limited to... apartment house, condominium, cooperative apartment, [or] duplex... rented for occupancy for dwelling, lodging, or sleeping purposes for any period less than thirty (30) consecutive days”. The project would create residential units on the top floor of the building. Therefore, a conditional use permit would be required to accommodate the proposed short-term residential uses and residential units proposed in the C-1 district.

George McQuire, applicant, further explained the details of the proposed project.

The project involves remodeling and expanding an existing two-story commercial office building to include a private automobile design studio, sales showroom, and event venue on the first floor, and two residential apartments for short-term rental on the second floor. The venue would primarily serve car enthusiasts and restoration company clients, with limited public access, and could generate approximately \$350,000-400,000 in sales annually. The building currently requires 20 parking spaces but only 18 are proposed, necessitating a variance. The proposed expansion would nearly double the current 7,610 square foot building to approximately 14,610 square feet, with space for 2-3 car displays, a conference table, and design displays.

Following this, there was a robust conversation with questions and comments from Planning Commissioners regarding the use of the building, how many events will be hosted, the short-term use of the apartments, sales tax, working on cars, variance for parking spaces, and the use and size of the venue showroom. The need for a parking signage plan to be submitted and reviewed by City staff. Key concerns raised included parking impacts on neighboring Oaks Condominiums, the significant reduction in front setback requirements, and questions about short-term rental permit limitations.

Public Comment:

Helen Birdsong: All of the Oaks condominiums should have been notified, including the HOA Board of Directors. No one knew about this project until the flagging and netting went up.

A representative from the local Union: Asking the applicant to use local workers.

Public Comment Closed

Commissioner Kreeger moves to Approve ARC 26-02 as submitted, and **Commissioner Wood** seconds the motion.

Motion passed unanimously by roll call vote: 6-0

Commissioner Kreeger- Yay
Commissioner Ahmadi- Yay
Commissioner Wood- Yay
Commissioner Pinet- Yay
Commissioner Machi- Yay
Chairman Hayworth- Yay

Commissioner Kreeger moves to Approve VAR 26-01, including a parking plan to be approved by city staff and the planning consultant, and **Commissioner Wood** seconds the motion.

Motion passed unanimously by roll call vote: 6-0

Commissioner Kreeger- Yay
Commissioner Ahmadi- Yay
Commissioner Wood- Yay
Commissioner Pinet- Yay
Commissioner Machi- Yay
Chairman Hayworth- Yay

Commissioner Wood moves to Approve CUP 26-01 as submitted, and **Commissioner Machi** seconds the motion.

Motion passed unanimously by roll call vote: 6-0

Commissioner Kreeger- Yay
Commissioner Ahmadi- Yay
Commissioner Wood- Yay
Commissioner Pinet- Yay
Commissioner Machi- Yay
Chairman Hayworth- Yay

Commissioner Goetzelt returns to the council chamber

B. City Attorney Overview – Brown Act and Commissioner Roles

Recommended Action: Receive the presentation.

The following slide show was reviewed. City Attorney explained them in detail and answered questions from the Planning Commissioners.

Commissioner Ahmadi: Asks City Attorney for clarification regarding an issue from the February Planning Commission meeting. Wants to agendize housing element programs.

City Clerk Minami: City Manager would be the person to talk with about that.

Announcements:

Chairman Hayworth: Thanks Alex

Next Meeting:

Wednesday, May 13, 2026 at 6pm

Adjournment:

7:50 pm

All enclosures and materials regarding this agenda are available for public review at Del Rey Oaks City Hall. Information distributed to the Planning Commission at the meeting becomes part of the public Record. A copy of written material, pictures, etc. should be provided to the Secretary for this purpose.



POLICE

DEL REY OAKS

City Council Report

June 2026

Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
26-146	06/01/2026	243(D) PC			X			X
26-147	06/01/2026	Information Only		X			X	
26-148	06/02/2026	14601.1(A) VC	Suspended Drivers License	X				X
26-149	06/02/2026	Fire Call			X			X
26-150	06/05/2026	Information Only		X				X
26-151	06/05/2026	Lost Property		X				X
26-152	06/06/2026	Information Only			X			X
26-153	06/07/2026	12500(A) VC	Unlicensed Driver	X				X
26-154	06/07/2026	Information Only		X				X
26-155	06/07/2026	11350(A) HS	Narcotics Possession		X			X
26-156	06/07/2026	23152(A) VC	Drive Under Influence	X				X
26-157	06/08/2026	Information Only		X				X
26-158	06/09/2026	484(A) PC	Petty Theft	X				X
26-159	06/10/2026	Information Only			X			X
26-160	06/10/2026	12500(A) VC	Unlicensed Driver	X				X
26-161	06/13/2026	12500(A) VC	Unlicensed Driver	X				X
26-162	06/16/2026	Information Only		X			X	
26-163	06/17/2026	Information Only			X			X
26-164	06/17/2026	Information Only		X				X
26-165	06/17/2026	ACN	Non-Injury Traffic Collision	X				X
26-166	06/18/2026	Information Only			X			X
26-167	06/19/2026	Information Only		X				X
26-168	06/21/2026	Medical Emergency		X			X	
26-169	06/23/2026	ACN	Non-Injury Traffic Collision	X				X
26-170	06/23/2026	Information Only			X			X
26-171	06/24/2026	Susp Circ			X			X
26-172	06/25/2026	Lost Property			X			X
26-173	06/25/2026	ACI	Injury Traffic Collision	X				X
26-174	06/28/2026	Information Only		X				X
26-175	06/29/2026	Susp Circ		X			X	
26-176	06/30/2026	Information Only			X			X
26-188	06/11/2026	Information Only		X			X	
32 Cases								

Calls for Service	
Month	YTD
179	1,630

Case Reports	
Month	YTD
33	188

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
0	2	6	15	2	29

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
12	93	25	137	11	55



Group A Offense Report

Printed On: 07/01/2026

Beginning Date: 06/01/2026

Ending Date: 06/30/2026

Page 1 of 1

Item 1.

Agency: All

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	1	1	0.00%	0	0.00%	100.00%	NA
Simple Assault	0	1	-100.00%	0	0.00%	0.00%	NA
Intimidation	0	0	NA	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	1	2	-50%	0	0.00%	20%	NA
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	1	-100.00%	0	0.00%	0.00%	NA
Larceny/Theft Offenses	1	1	0.00%	0	0.00%	33.33%	NA
Motor Vehicle Theft	0	0	NA	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	1	1	0.00%	0	0.00%	33.33%	NA
Counterfeiting/Forgery	1	0	NA	1	100.00%	33.33%	NA
Fraud Offense	0	0	NA	0	0.00%	0.00%	NA
Embezzlement	0	0	NA	0	0.00%	0.00%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	0	2	-100.00%	0	0.00%	0.00%	NA
Crimes Against Property Total	3	5	-40%	1	33.33%	60%	NA
Drug/Narcotic Violations	1	0	NA	1	100.00%	100.00%	NA
Drug Equipment Violations	0	0	NA	0	0.00%	0.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	0	0	NA	0	0.00%	0.00%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Society Total	1	0	NA	1	100%	20%	NA
Total Group "A" Offenses	5	7	-28.57%	2	40%	100%	NA

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



Group A Offense Report

Printed On: 07/01/2026

Beginning Date: 01/01/2026

Ending Date: 06/30/2026

Page 1 of 1

Item 1.

Agency: All

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	2	2	0.00%	0	0.00%	33.33%	NA
Simple Assault	4	3	33.33%	2	50.00%	66.67%	NA
Intimidation	0	2	-100.00%	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	6	7	-14.29%	2	33.33%	21.43%	NA
Robbery	1	1	0.00%	1	100.00%	7.14%	NA
Burglary/Breaking & Entering	1	1	0.00%	0	0.00%	7.14%	NA
Larceny/Theft Offenses	8	7	14.29%	2	25.00%	57.14%	NA
Motor Vehicle Theft	0	2	-100.00%	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	1	4	-75.00%	0	0.00%	7.14%	NA
Counterfeiting/Forgery	2	1	100.00%	2	100.00%	14.29%	NA
Fraud Offense	0	4	-100.00%	0	0.00%	0.00%	NA
Embezzlement	1	0	NA	0	0.00%	7.14%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	0	2	-100.00%	0	0.00%	0.00%	NA
Crimes Against Property Total	14	22	-36.36%	5	35.71%	50%	NA
Drug/Narcotic Violations	4	1	300.00%	3	75.00%	50.00%	NA
Drug Equipment Violations	2	0	NA	2	100.00%	25.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	2	0	NA	1	50.00%	25.00%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Society Total	8	1	700%	6	75%	28.57%	NA
Total Group "A" Offenses	28	30	-6.67%	13	46.43%	100%	NA

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



POLICE

DEL REY OAKS

City Council Report

July 2026

Chris Bourquin - Chief

Case #	Date	Offense Code 1	Offense Code Description	DRO	MPAD	OJ	Residential	Commercial
26-177	07/01/2026	Information Only		X			X	
26-178	07/02/2026	Information Only		X				X
26-179	07/02/2026	23152(B) VC	Drive Under Influence	X				X
26-180	07/03/2026	12500(A) VC	Unlicensed Driver	X				X
26-181	07/05/2026	Lost Property			X			X
26-182	07/06/2026	Elder Abuse		X			X	
26-183	07/06/2026	Information Only		X			X	
26-184	07/06/2026	484(A) PC	Petty Theft	X				X
26-185	07/06/2026	484(A) PC	Petty Theft	X				X
26-186	07/07/2026	Lost Property			X			X
26-187	07/07/2026	Surrendered Property			X			X
26-189	07/09/2026	20002(A)(1) VC	Hit & Run	X				X
26-190	07/10/2026	Lost Property			X			X
26-191	07/10/2026	Void			X			X
26-192	07/10/2026	ACN	Non-Injury Traffic Collision	X				X
26-193	07/11/2026	Outside Warrant/M	Warrant Arrest			X		X
26-194	07/12/2026	485 PC	Appropriate Lost Property	X				X
26-195	07/14/2026	DROMC 8.16.030	Littering	X				X
26-196	07/14/2026	DROMC 6.04.020	Dog at Large	X				X
26-197	07/15/2026	Information Only			X			X
26-198	07/15/2026	14601.5(A) VC	Suspended Driver's License			X		X
26-199	07/17/2026	DROMC 10.16.110	Vehicle Abated	X			X	
26-200	07/17/2026	Lost Property			X			X
26-201	07/20/2026	Information Only		X			X	
26-202	07/20/2026	Information Only		X				X
26-203	07/21/2026	532(A) PC	Theft by False Pretenses	X				X
26-204	07/22/2026	Information Only		X				X
26-205	07/22/2026	Information Only		X				X
26-206	07/23/2026	20002(A)(1) VC	Hit & Run		X			X
26-207	07/23/2026	647(F) PC	Public Intoxication		X			X
26-208	07/24/2026	Information Only		X			X	
26-209	07/25/2026	Lost Property			X			X
26-210	07/25/2026	12500(A) VC	Unlicensed Driver			X		X
26-211	07/27/2026	Lost Property		X			X	
26-212	07/27/2026	20002(A)(2) VC	Hit & Run	X			X	
26-213	07/27/2026	Animal Bite Report		X				X
26-214	07/29/2026	Outside Warrant/M	Warrant Arrest		X			X
26-215	07/30/2026	Information Only		X				X

26-216	07/30/2026	23152(B) VC	Drive Under Influence			X		X
26-217	07/30/2026	Information Only			X			X
40 Cases								

Calls for Service	
Month	YTD
300	1,930

Case Reports	
Month	YTD
40	217

Alarms					
Residential		Commercial		MPAD	
Mo.	YTD	Mo.	YTD	Mo.	YTD
2	4	2	17	6	35

Citations					
Moving		Parking		Warning	
Mo.	YTD	Mo.	YTD	Mo.	YTD
19	112	24	161	10	65



Group A Offense Report

Printed On: 08/01/2026

Beginning Date: 07/01/2026

Ending Date: 07/31/2026

Page 1 of 1

Item 1.

Agency: All

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	0	0	NA	0	0.00%	0.00%	NA
Simple Assault	0	0	NA	0	0.00%	0.00%	NA
Intimidation	0	0	NA	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	0	0	NA	0	0.00%	0.00%	NA
Robbery	0	0	NA	0	0.00%	0.00%	NA
Burglary/Breaking & Entering	0	0	NA	0	0.00%	0.00%	NA
Larceny/Theft Offenses	3	1	200.00%	1	33.33%	75.00%	NA
Motor Vehicle Theft	0	0	NA	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	0	0	NA	0	0.00%	0.00%	NA
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	NA
Fraud Offense	1	1	0.00%	0	0.00%	25.00%	NA
Embezzlement	0	0	NA	0	0.00%	0.00%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Property Total	4	2	100%	1	25%	100%	NA
Drug/Narcotic Violations	0	0	NA	0	0.00%	0.00%	NA
Drug Equipment Violations	0	0	NA	0	0.00%	0.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	0	0	NA	0	0.00%	0.00%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Society Total	0	0	NA	0	0.00%	0.00%	NA
Total Group "A" Offenses	4	2	100%	1	25%	100%	NA

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



Group A Offense Report

Printed On: 08/01/2026

Beginning Date: 01/01/2026

Ending Date: 07/31/2026

Page 1 of 1

Item 1.

Agency: All

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	NA
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	NA
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	NA
Non-consensual Sex Offenses:							
Rape	0	0	NA	0	0.00%	0.00%	NA
Sodomy	0	0	NA	0	0.00%	0.00%	NA
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	NA
Fondling	0	0	NA	0	0.00%	0.00%	NA
Aggravated Assault	2	2	0.00%	0	0.00%	33.33%	NA
Simple Assault	4	3	33.33%	2	50.00%	66.67%	NA
Intimidation	0	2	-100.00%	0	0.00%	0.00%	NA
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	NA
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	NA
Statutory Rape	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	NA
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Persons Total	6	7	-14.29%	2	33.33%	17.14%	NA
Robbery	1	1	0.00%	1	100.00%	4.76%	NA
Burglary/Breaking & Entering	1	1	0.00%	0	0.00%	4.76%	NA
Larceny/Theft Offenses	12	8	50.00%	4	33.33%	57.14%	NA
Motor Vehicle Theft	0	2	-100.00%	0	0.00%	0.00%	NA
Arson	0	0	NA	0	0.00%	0.00%	NA
Destruction Of Property	1	4	-75.00%	0	0.00%	4.76%	NA
Counterfeiting/Forgery	3	1	200.00%	3	100.00%	14.29%	NA
Fraud Offense	1	5	-80.00%	0	0.00%	4.76%	NA
Embezzlement	1	0	NA	0	0.00%	4.76%	NA
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	NA
Bribery	0	0	NA	0	0.00%	0.00%	NA
Stolen Property Offenses	1	2	-50.00%	1	100.00%	4.76%	NA
Crimes Against Property Total	21	24	-12.5%	9	42.86%	60%	NA
Drug/Narcotic Violations	4	1	300.00%	3	75.00%	50.00%	NA
Drug Equipment Violations	2	0	NA	2	100.00%	25.00%	NA
Gambling Offenses	0	0	NA	0	0.00%	0.00%	NA
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	NA
Prostitution	0	0	NA	0	0.00%	0.00%	NA
Weapons Law Violation	2	0	NA	1	50.00%	25.00%	NA
Animal Cruelty	0	0	NA	0	0.00%	0.00%	NA
Crimes Against Society Total	8	1	700%	6	75%	22.86%	NA
Total Group "A" Offenses	35	32	9.38%	17	48.57%	100%	NA

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.


FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

Telephone (831) 899-6790
FAX (831) 899-6261

July 13, 2026

John Guertin, City Manager
Del Rey Oaks City Hall
650 Canyon Del Rey
Del Rey Oaks, CA 93940

Dear Mr. Guertin:

Enclosed is a copy of the response reports for the Seaside Fire Department's response to Del Rey Oaks for the period of July 1, 2026, through July 31, 2026.

The Seaside Fire Department responded to the following incidents in July:

Incident #

260601-SEA01299	260607-SEA01363	260615-SEA01421	260630-SEA01535
260602-SEA01309	260607-SEA01367	260618-SEA01448	
260603-SEA01323	260608-SEA01378	260618-SEA01449	
260603-SEA01317	260610-SEA01390	260621-SEA01473	
260603-SEA01325	260611-SEA01402	260623-SEA01489	

There are sixteen (16) fire calls for July. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Fire Chief
CC: File

SEASIDE FIRE DEPARTMENT
City of Del Rey Oaks - Response Report

Incident Date	Incident Number	Alarm Time	Arrival Time	Response Time (Minutes)	Incident Type Code	District	Street Or Highway Name	Priority
6/1/2026	260601-SEA01299	1:39:00 PM	N/A	N/A	Cancelled	29	Canyon Del Rey	
6/2/2026	260602-SEA01309	1:03:00 PM	1:09:00 PM	6.00	Fail	29	Boundary	Emergent
6/3/2026	260603-SEA01323	3:32:00 PM	3:38:00 PM	6.00	No appropriate choice (medical response)	29	Carlton	Emergent
6/3/2026	260603-SEA01317	6:28:00 AM	6:36:00 AM	8.00	Unknown problem (medical)	29	Canyon Del Rey	Emergent
6/3/2026	260603-SEA01325	6:37:00 PM	6:44:00 PM	7.00	Lift assist	29	Pheasant Ridge	Emergent
6/7/2026	260607-SEA01363	2:33:00 PM	2:40:00 PM	7.00	Motor vehicle collision	29	Canyon St Canyon Del Rey	Emergent
6/7/2026	260607-SEA01367	7:33:00 PM	7:38:00 PM	5.00	Motor vehicle collision	29	General Jim Moore	Emergent
6/8/2026	260608-SEA01378	11:07:00 PM	11:17:00 PM	10.00	Malfunctioning alarm	29	Portola	Emergent
6/10/2026	260610-SEA01390	10:48:00 AM	10:59:00 AM	11.00	Lift assist	29	Rosita	Non emergent
6/11/2026	260611-SEA01402	4:14:00 PM	4:22:00 PM	8.00	Citizen assist / service call	29	Pheasant Ridge	Non emergent
6/15/2026	260615-SEA01421	11:20:00 AM	11:28:00 AM	8.00	No incident found upon arrival / location error	29	DEL REY	Non emergent
6/18/2026	260618-SEA01448	3:19:00 PM	3:24:00 PM	5.00	Person in distress	29	Serrano	Emergent
6/18/2026	260618-SEA01449	4:53:00 PM	5:00:00 PM	7.00	Abdominal pain / problems	29	Carlton	Emergent
6/21/2026	260621-SEA01473	5:15:00 PM	5:22:00 PM	7.00	Well person check	29	Pheasant Ridge	Emergent
6/23/2026	260623-SEA01489	10:31:00 AM	10:35:00 AM	4.00	Motor vehicle collision	29	Boundary	Emergent
6/30/2026	260630-SEA01535	12:32:00 AM	12:43:00 AM	11.00	Malfunctioning alarm	29	Carlton	Non emergent

Total Calls

16

SEASIDE FIRE DEPARTMENT
City of Del Rey Oaks - Response Report

Incident Date	Incident Number	Alarm Time	Arrival Time	Response Time (Minutes)	Incident Type Code	District	Street Or Highway Name	Priority
7/1/2026	260701-SEA01553	10:38:00 PM	10:46:00 PM	8.00	Cancelled	29	Pheasant Ridge	Emergent
7/2/2026	260702-SEA01557	9:37:00 AM	N/A	N/A	Cancelled	29	Serrano	Non emergent
7/5/2026	260705-SEA01587	2:28:00 AM	2:37:00 AM	9.00	Smoke investigation	29	Del Rey	Non emergent
7/6/2026	260706-SEA01594	8:01:00 AM	8:07:00 AM	6.00	No appropriate choice (medical response)	29	Pheasant Ridge	Emergent
7/9/2026	260709-SEA01622	8:46:00 AM	8:53:00 AM	7.00	Abdominal pain / problems	29	Work	Emergent
7/13/2026	260713-SEA01658	1:16:00 AM	N/A	N/A	Sick case	29	Portola	Emergent
7/15/2026	260715-SEA01676	12:28:00 PM	12:35:00 PM	7.00	Convulsions / seizures	29	Mty Sns	Emergent
7/15/2026	260715-SEA01677	12:30:00 PM	12:38:00 PM	8.00	Unknown problem (medical)	29	Canyon Del Rey	Emergent
7/17/2026	260717-SEA01686	8:06:00 AM	8:13:00 AM	7.00	No appropriate choice (medical response)	29	Carlton	Emergent
7/22/2026	260722-SEA01725	8:04:00 PM	8:11:00 PM	7.00	Unknown problem (medical)	29	Pheasant Ridge	Emergent
7/23/2026	260723-SEA01730	9:36:00 AM	9:41:00 AM	5.00	Accidental alarm	29	Pheasant Ridge	Emergent
7/23/2026	260723-SEA01734	1:45:00 PM	1:53:00 PM	8.00	Cancelled	29	Canyon Del Rey	Non emergent
7/23/2026	260723-SEA01738	8:38:00 PM	8:45:00 PM	7.00	Fall	29	Carlton	Emergent
7/27/2026	260727-SEA01763	3:55:00 PM	4:02:00 PM	7.00	Lift assist	29	Pheasant Ridge	Emergent

Total Calls

14


FIRE DEPARTMENT

1635 Broadway Avenue
Seaside, CA 93955

Telephone (831) 899-6790
FAX (831) 899-6261

August 11, 2026

John Guertin, City Manager
Del Rey Oaks City Hall
650 Canyon Del Rey
Del Rey Oaks, CA 93940

Dear Mr. Guertin:

Enclosed is a copy of the response reports for the Seaside Fire Department response to Del Rey Oaks for the period of July 1, 2026, through July 31, 2026.

The Seaside Fire Department responded to the following incidents in July:

Incident #

260701-SEA01553	260713-SEA01658	260723-SEA01730
260702-SEA01557	260715-SEA01676	260723-SEA01734
260705-SEA01587	260715-SEA01677	260723-SEA01738
260706-SEA01594	260717-SEA01686	260727-SEA01763
260709-SEA01622	260722-SEA01725	

There are fourteen (14) fire calls for July. If you have any questions, please contact me.

Sincerely,

Paul Blaha
Fire Chief
CC: File



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

Staff Report

DATE: August 25, 2026

TO: Honorable Mayor and City Council

FROM: John Guertin, City Manager

SUBJECT: Receive July 2026 Financial Reports

CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it is an administrative activity of the City that will not result in direct or indirect physical changes in the environment.

Consideration

Receive July 2026 Financial Reports.

Background

The Members of the Budget and Finance Committee routinely receive financial reports for the previous month.

Summary & Discussion

Attached are the July 2026 financial reports.

- July 2026 Cash and Investments – The report shows where the City’s funds are invested. The City continues to have a healthy cash balance of \$12,863,079, much of which is restricted for specific purposes.
- July 2026 Check Register –This is a listing of all the payments issued during the month. The total checks issued are \$710,607.
- July 2026 General Fund Summary – This is a one-page summary of the General Fund summarized as follows:

	FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	% Collected/ Spent
Revenue	\$ 5,320,550	\$ 437,074	\$ 437,074	8%
Expenditures	5,646,082	1,033,189	1,033,189	18%
Net Revenue over Expend	(325,532)	(596,115)	(596,115)	
Transfers Out to CIP	(78,000)		-	0%
	(78,000)	-	-	
Net Operating Surplus	\$ (403,532)	\$ (596,115)	\$ (596,115)	

At 8.33% of the year (1 month) the revenues are at 8%. Expenditure is 18% of the budget due to all the payments made at the beginning of the year for FY 2027 UAL, Insurances-Liability, Workers Comp & Property. For the month of July 2026, the General Fund shows a deficit net revenue over expenditure of \$596,115.

- July 2026 Statement of Revenues and Expenditures – shows fiscal year-to-date actuals in comparison with FY 2027 Budget.
- Encumbrance Summary Report represents the purchase orders with a total outstanding balance of \$173,215 as of July 30, 2026. The carryover purchase orders from FY 2026 in the amount of \$560,157 will be recorded after review.

Fiscal Impacts

None. This is informational only.

Recommendation

Staff recommend receiving the reports.

ATTACHMENTS:

- Cash and Investments 2026-07
- Check/Voucher Register 2026-07
- General Fund Summary 2026-07
- Statement of Revenues & Expenditures 2026-07
- Encumbrance Summary 2026-07

Respectfully Submitted,

John Guertin, City Manager

City of Del Rey Oaks
Summary of Cash & Investments
As of July 31, 2026

Accounts

Unrestricted

General Checking	\$ 805,097	
Cash with TDS-Parking	500	
Local Agency Investment Fund		
Reserve for Economic Uncertainties	1,652,182	3.840%
Unappropriated Funds	1,659,414	3.840%
Total Unrestricted	\$ 4,117,193	

Restricted

PARS-115 Trust Fund	\$ 410,842	
Dev - Monterey Peninsula Partner	9,063	
Fidelity Title Escrow Acct - GJM/SBR Intersection	1,056,168	
Fidelity Title Escrow Acct - SBR Construction	7,269,813	
Total Restricted	\$ 8,745,886	

Total Cash and Investments	\$ 12,863,079	
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City of Del Rey Oaks
Check/Voucher Register
From 07/01/2026 Through 07/31/2026

Check Number	Payee	Transaction Description	Check Amount
23741	ALLIANT INSURANCE	Policy Renewal 7/1/26 to 7/1/2027	\$ 4,791.00
23742	AMBAG	Member Jurisdiction Dues FY 2026-27	858.66
23743	City of Sand City	Monterey Peninsula Regional SRU FY 2026 - 2027	5,000.00
23744	CivicPlus, LLC	Municode Meetings Premium Annual 06-01-26 to 05-31-27	4,920.00
	CivicPlus, LLC	Online Code Hosting, Muni Codificaiton Ord Bank & Ord Link	925.23
23745	ClearGOV	FY 26-27 Budget Software	11,330.00
23746	CoPower	Dental Premiums 2026-07	2,687.19
23747	Compass Ethics	One Years Access to Compass EthicCards	1,250.00
23748	ICMA	Membership Renewal for FY 07/01/26 to 06/30/27	960
23749	MONTEREY BAY TECHNOLOGIES, INC.	IT Services Retainer 2026-07	2,100.00
23750	MONTEREY COUNTY WEEKLY CLASSIFIEDS	Notice of Election	175.5
23751	PRECISION ALARMS AND AUTOMATION, INC.	Alarm Inspections & Monitoring 2026-07	170
23752	PORAC LEGAL DEFENSE FUND	Legal Defense Fund 2026-07	1,073.25
	PORAC LEGAL DEFENSE FUND	Legal Defense Fund Reserves 2026-07	168
23753	Peace Officers Research Association of California	ASSN ID#3162 PORAC 2026-07	283
	Peace Officers Research Association of California	ASSN ID#3163 PORAC Reserve 2026-07	72
23754	PURE WATER	Supplies 2026-07	81.5
23755	RingCentral, Inc.	Service Period 06/29/2025 to 07/28/2026	337.15
23756	US Bank Equipment Finance	Konika Minolta Copier Lease 2026-07	135.8
23757	Veritone, Inc	Tech Services 7/17/26 - 7/16/27	1,700.00
23758	VSP	Vision Premium 2026-07	262.81
23773	AMERICAN LOCK & KEY	Dog Park Keys	245.82
23774	AT&T	Internet City Hall & PD Service Period 07-13-26 to 08-12-26	203.3
23775	AT&T MOBILITY	Telephone Service Period 07/03 - 08/02/2026 CM	50.57
	AT&T MOBILITY	Telephone Service Period 07/03/26 to 08/02/26	307.49
23776	BECK'S SHOES #2	Safety Shoes - Ron PW	302.89
23777	CoPower	Dental Premiums 2026-08	2,450.70
23778	COASTAL PAVING & EXCAVATING, INC.	Remove Plastic and Sand Bags from Hillside - Rosita Rd.	762.28
23779	JEREMY HALLOCK	Jeremy Hallock - Reimbursement CHS Annual Lunch 2026-07	75
23780	MONTEREY BAY AREA INSURANCE FUND	FY 26/27 Premium WC, Property, Liability Insurance	375,965.61
23781	MONTEREY COUNTY AUDITOR/CONTROLLER	LAFCO Budget Allocation 2026-2027	2,799.66
23782	ODP Business Solutions, LLC	Supplies	79.83
23783	TAMC	CMP/Regional Transporation Planning Assessment FY 26-27	508
ACH 2026-			
07-01	P.E.R.S.-HEALTH	CalPERS 1800 Health 07/2026	45,292.23
ACH 2026-			
07-02	PERS	PERS 3100 Contribution Retirement 06/15-06/28/24 -Plan 26934	2,469.61
	PERS	PERS 3100 Contribution Retirement 6/13-6/26/26 -Plan 1364	671.93
	PERS	PERS 3100 Contribution Retirement 6/13/2026-6/26/2026 -Plan 25623	5,244.02
	PERS	PERS 3100 Contribution Retirement 6/13-6/26/26 -Plan 1365	4,072.91
ACH 2026-			
07-29	PERS	PERS UAL FY26/27 Annual Lump Sum Prepayment - Misc 26934 PEPRA	58,882.00
	PERS	PERS UAL FY26/27 Annual Lump Sum Prepayment -25623 Safety PEPRA	155,673.00
APS 2026-			
07-31	PERS	CalPERS 1900 457 (07/31) Contribution 07/31/2026	3,200.00
	PERS	PERS 3100 Contribution Retirement 07/11-07/24/26 -Plan 26934	2,464.89
	PERS	PERS 3100 Contribution Retirement 7/11-7/24/26 -Plan 1364	671.54
	PERS	PERS 3100 Contribution Retirement 7/11-7/24/26 -Plan 25623	5,350.96
	PERS	PERS 3100 Contribution Retirement 7/11-7/24/26 -Plan 1365	3,581.43
Report Total			<u><u>\$ 710,606.76</u></u>

City of Del Rey Oaks
Statement of Revenues and Expenditures
100 - General Fund
From 07/01/2026 Through 07/31/2026

		FY 2027	July	FY 2027	Percent
		Budget	2026	YTD Actual	Collected
			Actual		/Spent
Revenues					
Property Taxes	000	887,435.00	0.00	0.00	0.00%
Sales Tax	000	1,206,835.00	117,183.05	117,183.05	9.70%
Other Taxes	000	610,600.00	83,882.44	83,882.44	13.73%
Licenses and Permits	000	370,400.00	44,495.35	44,495.35	12.01%
Fines and Forfeitures	000	28,100.00	3,195.17	3,195.17	11.37%
Other Revenue	000	194,700.00	32,547.39	32,547.39	16.71%
Grants	000	238,600.00	11,105.98	11,105.98	4.65%
Airport Police Services	000	1,665,780.00	124,083.00	124,083.00	7.44%
Current Services	210	118,100.00	20,581.50	20,581.50	17.42%
Total Revenues		5,320,550.00	437,073.88	437,073.88	8.21%
Expenditures					
Council 110	110	19,950.00	2,557.34	2,557.34	12.81%
City Clerk 111	111	727,700.00	158,085.87	158,085.87	21.72%
City Manager 120	120	377,550.00	66,065.87	66,065.87	17.49%
Finance 130	130	273,208.51	12,305.71	12,305.71	4.50%
Legal 150	150	128,065.30	497.25	497.25	0.38%
Planning & Building Regulation 160	160	188,526.75	0.00	0.00	0.00%
Government Buildings 180	180	22,800.00	806.10	806.10	3.53%
Non-Departmental 190	190	57,800.00	21,828.30	21,828.30	37.76%
Police 210	210	3,292,281.04	734,757.25	734,757.25	22.31%
Fire/Animal Control 220	220	251,700.00	0.00	0.00	0.00%
Public Works/Streets 311	311	269,300.00	33,495.52	33,495.52	12.43%
Parks/Recreation 411	411	37,200.00	2,789.63	2,789.63	7.49%
Total Expenditures		5,646,081.60	1,033,188.84	1,033,188.84	18.30%
Excess(Deficit) of Revenue Over Expenditures		(325,531.60)	(596,114.96)	(596,114.96)	183.12%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
P/T-Secured	41110	611,800.00	0.00	0.00	0.00%
P/T-Unsecured	41120	31,850.00	0.00	0.00	0.00%
P/T-Prior Secured	41130	6,325.00	0.00	0.00	0.00%
Prior Unsecured	41140	100.00	0.00	0.00	0.00%
P/T-Unitary Tax	41150	13,770.00	0.00	0.00	0.00%
P/T-Supplemental Roll (SB813)	41160	12,650.00	0.00	0.00	0.00%
Property Tax - VLF	41170	208,590.00	0.00	0.00	0.00%
Prop Tax-Interest/Penalty	41180	2,350.00	0.00	0.00	0.00%
Sales Tax	42210	415,135.00	38,950.96	38,950.96	9.38%
Sales Tax - 145 (Measure S-1%)	42220	527,800.00	52,154.98	52,154.98	9.88%
Sales Tax -409 (Measure R 1/2%)	42221	263,900.00	26,077.11	26,077.11	9.88%
Cannabis Tax	42222	100,000.00	7,373.28	7,373.28	7.37%
Transient Occupancy Tax	42230	275,000.00	48,221.87	48,221.87	17.53%
STR Annual Licenses Fee	42231	13,600.00	1,019.00	1,019.00	7.49%
Property Transfer Tax	42250	8,700.00	369.05	369.05	4.24%
Sewer Impact	42290	22,200.00	0.00	0.00	0.00%
Business Licenses	42310	235,000.00	20,716.35	20,716.35	8.81%
HOUP (Home Occupational User Permit)	42311	3,500.00	650.00	650.00	18.57%
Gas Franchises	42761	8,700.00	0.00	0.00	0.00%
Electric Franchises	42762	25,000.00	0.00	0.00	0.00%
Garbage Franchises	42763	120,000.00	27,918.24	27,918.24	23.26%
Cable Tv Franchises	42764	26,000.00	0.00	0.00	0.00%
Water Franchises	42765	25,000.00	0.00	0.00	0.00%
SB1186 Disability Access Fund	43311	1,000.00	232.00	232.00	23.20%
SB1473 Environmental Assessment Fee	43312	150.00	46.00	46.00	30.66%
Variance Fee	43318	4,000.00	0.00	0.00	0.00%
Architectural Review (ARC)	43319	1,500.00	0.00	0.00	0.00%
Building Permits	43320	71,000.00	19,468.00	19,468.00	27.41%
Strong-Motion Instrumental Program (SMIP) Fees	43322	350.00	254.93	254.93	72.83%
Cannabis Business Permit	43325	6,200.00	0.00	0.00	0.00%
Plan Check Fees	43330	17,000.00	0.00	0.00	0.00%
Encroachment/Street Opening Permits Fees	43340	7,100.00	2,211.00	2,211.00	31.14%
Plumbing Permits	43350	1,800.00	0.00	0.00	0.00%
Electrical Permits	43360	3,500.00	0.00	0.00	0.00%
Tree Removal Permits	43361	2,300.00	309.00	309.00	13.43%
Other Licenses/Permits	43390	1,000.00	0.00	0.00	0.00%
Fines & Forfeitures	45000	2,600.00	208.17	208.17	8.00%
Vehicle Code Fines	45510	5,500.00	1,043.00	1,043.00	18.96%
Parking and Admin Fines	45512	20,000.00	1,944.00	1,944.00	9.72%
Interest Earned	46100	160,000.00	32,014.46	32,014.46	20.00%
Interest Earned-PARS	46101	28,500.00	0.00	0.00	0.00%
Rental Income - Airport RV	46816	43,000.00	4,002.50	4,002.50	9.30%
HOPTR	47130	1,200.00	0.00	0.00	0.00%
Vehicle License Collection	47140	2,500.00	0.00	0.00	0.00%
COPS	47240	194,000.00	8,333.33	8,333.33	4.29%
SB1383 Organics Recycling	47243	6,000.00	1,250.00	1,250.00	20.83%
Prop 172	47750	20,000.00	1,522.65	1,522.65	7.61%
Wellness Program	47760	7,500.00	0.00	0.00	0.00%
Police Grants & Other Reimbursements	47780	2,500.00	0.00	0.00	0.00%
POST Reimbursements	47781	7,000.00	0.00	0.00	0.00%
Grant Other Agencies	47783	1,600.00	0.00	0.00	0.00%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Police Service Fees	48210	1,600.00	242.00	242.00	15.12%
Police Services-Special Events	48211	43,500.00	14,040.00	14,040.00	32.27%
Use Permits	48805	9,400.00	62.00	62.00	0.65%
Maps/Publications	48810	100.00	0.00	0.00	0.00%
Property Inspections	48825	2,600.00	519.00	519.00	19.96%
Miscellaneous Revenue	48840	6,500.00	122.00	122.00	1.87%
Credit Card Processing Fee	48841	4,000.00	668.00	668.00	16.70%
LAFCO Refund & Interest for FORA	48842	400.00	0.00	0.00	0.00%
Rental - Park	48910	7,000.00	926.00	926.00	13.22%
Day Use Permits (Park only)	48911	1,500.00	122.00	122.00	8.13%
Old Town Hall Rental Fee	48912	1,400.00	0.00	0.00	0.00%
Miscellaneous Refunds	48930	1,000.00	0.00	0.00	0.00%
Total Non Department Specific		3,654,770.00	312,990.88	312,990.88	8.56%
Police 210	210				
Airport Police Services	48220	1,665,780.00	124,083.00	124,083.00	7.44%
Total Police 210		1,665,780.00	124,083.00	124,083.00	7.45%
Total Revenue		5,320,550.00	437,073.88	437,073.88	8.21%

Expenditures

Council 110	110				
Council Member Stipend	61115	7,500.00	525.00	525.00	7.00%
Medicare-ER	61130	200.00	43.31	43.31	21.65%
Social Security-ER	61131	500.00	0.00	0.00	0.00%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	8,100.00	1,914.03	1,914.03	23.63%
Materials/Supply	62410	550.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	2,500.00	0.00	0.00	0.00%
Misc Expenses	64580	500.00	0.00	0.00	0.00%
Travel Expenses	64610	0.00	75.00	75.00	0.00%
Total Council 110		19,950.00	2,557.34	2,557.34	12.82%
City Clerk 111	111				
Payroll	61105	265,500.00	30,139.19	30,139.19	11.35%
Overtime	61110	5,000.00	1,078.56	1,078.56	21.57%
PERS UAL - After 06/30/18	61123	17,679.00	16,760.53	16,760.53	94.80%
PERS UAL-Before 06/30/2018	61124	42,121.00	42,121.47	42,121.47	100.00%
PERS Retirement	61125	28,100.00	2,465.17	2,465.17	8.77%
Medicare-ER	61130	4,000.00	450.90	450.90	11.27%
Unemployment Ins-Fed & State	61132	1,200.00	0.00	0.00	0.00%
Dental Expense	61135	5,700.00	1,341.75	1,341.75	23.53%
Health Insurance	61140	138,900.00	11,059.39	11,059.39	7.96%
Vision Ins	61145	800.00	119.20	119.20	14.90%
Workers Comp and EAP	61150	4,000.00	3,068.00	3,068.00	76.70%
Wellness Program	61155	1,500.00	60.17	60.17	4.01%
Educational Incentive Pay	61157	6,000.00	738.46	738.46	12.30%
Longevity Pay	61158	3,700.00	493.05	493.05	13.32%
Materials/Supply	62410	4,500.00	40.75	40.75	0.90%
Office Supplies	62430	7,000.00	496.97	496.97	7.09%
Repair/Maintenance	63505	1,000.00	0.00	0.00	0.00%
Other Outside Services	63508	14,500.00	147.00	147.00	1.01%
Shredding Services	63509	1,000.00	0.00	0.00	0.00%
Short Term Rental Services	63511	15,000.00	0.00	0.00	0.00%
Telephone	63530	3,000.00	388.03	388.03	12.93%
Internet	63531	1,500.00	101.65	101.65	6.77%
Website Design & Maintenance	63535	1,000.00	0.00	0.00	0.00%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Postage / Shipping	63540	2,000.00	0.00	0.00	0.00%
Training	63605	6,000.00	133.57	133.57	2.22%
Insurance-Liability	63620	87,800.00	38,768.00	38,768.00	44.15%
Contract Services - IT	63635	11,200.00	2,100.00	2,100.00	18.75%
Software/Server Subscription	64310	15,500.00	168.83	168.83	1.08%
Agenda Management System	64315	12,700.00	4,920.00	4,920.00	38.74%
Municipal Code Service	64320	5,000.00	925.23	925.23	18.50%
Membership Dues-Professional Org	64550	1,000.00	0.00	0.00	0.00%
Membership Dues-Government Agency	64552	800.00	0.00	0.00	0.00%
Printing / Publications	64575	1,000.00	0.00	0.00	0.00%
Misc Expenses	64580	500.00	0.00	0.00	0.00%
Election Cost	64588	10,000.00	0.00	0.00	0.00%
Travel Expenses	64610	1,500.00	0.00	0.00	0.00%
Total City Clerk 111		727,700.00	158,085.87	158,085.87	21.72%
City Manager 120	120				
Payroll	61105	214,035.00	24,024.00	24,024.00	11.22%
PERS UAL - After 06/30/18	61123	500.00	0.00	0.00	0.00%
PERS Retirement	61125	17,000.00	1,788.40	1,788.40	10.52%
Medicare-ER	61130	3,100.00	348.36	348.36	11.23%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	2,400.00	579.87	579.87	24.16%
Health Insurance	61140	54,700.00	4,342.36	4,342.36	7.93%
Health Insurance -Retiree	61141	1,900.00	162.00	162.00	8.52%
Vision Ins	61145	400.00	31.42	31.42	7.85%
Workers Comp and EAP	61150	3,000.00	2,045.00	2,045.00	68.16%
Wellness Program	61155	500.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	465.00	0.00	0.00	0.00%
Auto Allowance	61180	5,400.00	623.10	623.10	11.53%
Office Supplies	62430	50.00	0.00	0.00	0.00%
Insurance-Liability	63620	68,400.00	31,014.00	31,014.00	45.34%
Economic Development Services	63639	0.00	147.36	147.36	0.00%
Membership Dues-Professional Org	64550	2,800.00	960.00	960.00	34.28%
Membership Dues-Government Agency	64552	800.00	0.00	0.00	0.00%
Travel Expenses	64610	1,000.00	0.00	0.00	0.00%
Training	64611	1,000.00	0.00	0.00	0.00%
Total City Manager 120		377,550.00	66,065.87	66,065.87	17.50%
Finance 130	130				
ADP Payroll Fees	62310	9,000.00	641.35	641.35	7.12%
Bank Service Charges	62320	6,000.00	334.36	334.36	5.57%
Credit Card Fees	62321	5,000.00	0.00	0.00	0.00%
Accounting Software	62431	6,000.00	0.00	0.00	0.00%
Budget Software	62433	11,000.00	11,330.00	11,330.00	103.00%
Audit-General	63625	50,215.00	0.00	0.00	0.00%
Audit -Sales Tax	63626	5,000.00	0.00	0.00	0.00%
Actuarial Services	63627	4,500.00	0.00	0.00	0.00%
Accounting Services-RGS	63645	176,493.51	0.00	0.00	0.00%
Total Finance 130		273,208.51	12,305.71	12,305.71	4.50%
Legal 150	150				
Legal Services	63650	124,765.30	0.00	0.00	0.00%
Legal Advert	64560	3,300.00	497.25	497.25	15.06%
Total Legal 150		128,065.30	497.25	497.25	0.39%
Planning & Building Regulation 160	160				
Economic Development Services	63639	67,295.00	0.00	0.00	0.00%
Planning Services	63640	40,000.00	0.00	0.00	0.00%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Contract Services - Housing Element	63642	16,831.75	0.00	0.00	0.00%
Building Inspections Services	63648	62,400.00	0.00	0.00	0.00%
Code Enforcement Services	63656	2,000.00	0.00	0.00	0.00%
Total Planning & Building Regulation 160		188,526.75	0.00	0.00	0.00%
Government Buildings 180	180				
Materials/Supply	62410	2,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	5,000.00	0.00	0.00	0.00%
Other Outside Services	63508	1,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	8,000.00	456.10	456.10	5.70%
Janitorial Services	63660	6,800.00	350.00	350.00	5.14%
Total Government Buildings 180		22,800.00	806.10	806.10	3.54%
Non-Departmental 190	190				
Materials/Supply	62410	500.00	0.00	0.00	0.00%
Insurance-Liability	63620	25,000.00	0.00	0.00	0.00%
Insurance-Property	63621	10,000.00	7,010.63	7,010.63	70.10%
Membership Dues-Professional Org	64550	500.00	0.00	0.00	0.00%
Membership Dues-Non Profit Agency Contrib	64551	15,000.00	3,000.00	3,000.00	20.00%
Membership Dues-Government Agency	64552	5,500.00	10,491.67	10,491.67	190.75%
Misc Expenses	64580	1,000.00	1,326.00	1,326.00	132.60%
S.M.I.P.	64930	200.00	0.00	0.00	0.00%
SB 1473	64940	100.00	0.00	0.00	0.00%
Total Non-Departmental 190		57,800.00	21,828.30	21,828.30	37.77%
Police 210	210				
Payroll	61105	1,188,900.00	118,557.37	118,557.37	9.97%
Overtime	61110	200,000.00	25,406.84	25,406.84	12.70%
Reserves Payroll	61120	120,000.00	22,413.68	22,413.68	18.67%
PERS UAL - After 06/30/18	61123	41,684.00	41,600.79	41,600.79	99.80%
PERS UAL-Before 06/30/2018	61124	119,016.00	114,072.21	114,072.21	95.84%
PERS Retirement	61125	167,100.00	15,805.61	15,805.61	9.45%
PERS 457 Expense	61126	32,400.00	2,400.00	2,400.00	7.40%
Medicare-ER	61130	17,700.00	3,245.34	3,245.34	18.33%
Social Security-ER	61131	1,000.00	0.00	0.00	0.00%
Unemployment Ins-Fed & State	61132	13,000.00	0.00	0.00	0.00%
Dental Expense	61135	16,200.00	3,931.87	3,931.87	24.27%
Health Insurance	61140	387,300.00	26,388.20	26,388.20	6.81%
Vision Ins	61145	2,400.00	381.50	381.50	15.89%
Workers Comp and EAP	61150	141,900.00	96,132.36	96,132.36	67.74%
Wellness Program	61155	5,000.00	0.00	0.00	0.00%
Educational Incentive Pay	61157	18,000.00	1,846.19	1,846.19	10.25%
Longevity Pay	61158	11,400.00	1,348.23	1,348.23	11.82%
Uniform Allowance	61160	10,000.00	2,250.00	2,250.00	22.50%
Admin Leave	61175	0.00	13,295.52	13,295.52	0.00%
Materials/Supply	62410	10,000.00	552.75	552.75	5.52%
Ammunition	62420	5,000.00	0.00	0.00	0.00%
Body Armor Vests	62422	5,000.00	0.00	0.00	0.00%
Office Supplies	62430	5,000.00	254.28	254.28	5.08%
Auto Operations - Supplies / Equip	62710	1,000.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	30,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	2,200.00	0.00	0.00	0.00%
Other Outside Services	63508	8,000.00	282.80	282.80	3.53%
Shredding Services	63509	1,000.00	0.00	0.00	0.00%
Utilities - PG&E	63520	8,000.00	456.10	456.10	5.70%
Telephone	63530	8,000.00	631.83	631.83	7.89%
Internet	63531	6,000.00	482.56	482.56	8.04%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Annual Maintenance-Records Mgmt Software	63537	5,000.00	0.00	0.00	0.00%
Record Management-Historical	63538	3,600.00	3,863.62	3,863.62	107.32%
Postage / Shipping	63540	750.00	0.00	0.00	0.00%
Training	63605	6,000.00	780.07	780.07	13.00%
Insurance-Liability	63620	388,400.00	175,745.00	175,745.00	45.24%
Insurance-Property	63621	10,000.00	7,010.62	7,010.62	70.10%
Insurance-Vehicles	63622	2,550.00	2,395.50	2,395.50	93.94%
Insurance-ADWRP	63624	1,000.00	1,226.00	1,226.00	122.60%
Audit-General	63625	5,275.00	0.00	0.00	0.00%
Actuarial Services	63627	2,500.00	0.00	0.00	0.00%
Professional Services	63628	16,000.00	0.00	0.00	0.00%
Contract Services - IT	63635	14,100.00	2,100.00	2,100.00	14.89%
Contract Services-Others	63637	9,200.00	2,500.00	2,500.00	27.17%
Legal Services	63650	3,800.00	932.50	932.50	24.53%
Janitorial Services	63660	6,300.00	700.00	700.00	11.11%
911-NGEN Phase II Upgrade	63664	7,000.00	0.00	0.00	0.00%
911-Radio Dispatch	63665	61,100.00	15,267.00	15,267.00	24.98%
911-Inform MDT Terminal Service	63666	1,000.00	0.00	0.00	0.00%
911-Notification System	63667	400.00	0.00	0.00	0.00%
911-NGEN O&M	63668	14,300.00	3,559.00	3,559.00	24.88%
911-NGEN Debt (Capital Fee)	63669	8,100.00	7,689.00	7,689.00	94.92%
Auto Repair/Maintenance	63730	32,326.04	3,285.73	3,285.73	10.16%
Parking & Admin Citations Services	63812	9,000.00	873.59	873.59	9.70%
Animal Regulation Fire	63820	500.00	0.00	0.00	0.00%
Fund Jail & Prisoner	63830	1,500.00	0.00	0.00	0.00%
ACJIS System	63840	12,000.00	0.00	0.00	0.00%
Software/Server Subscription	64310	22,700.00	2,950.00	2,950.00	12.99%
Personnel Recruit & Pre-Employment	64545	3,000.00	0.00	0.00	0.00%
Membership Dues-Professional Org	64550	10,500.00	1,596.25	1,596.25	15.20%
Membership Dues-Non Profit Agency Contrib	64551	500.00	0.00	0.00	0.00%
Membership Dues-Government Agency	64552	6,300.00	5,000.00	5,000.00	79.36%
Books and Periodicals	64565	900.00	0.00	0.00	0.00%
Printing / Publications	64575	2,000.00	0.00	0.00	0.00%
Misc Expenses	64580	2,200.00	0.00	0.00	0.00%
Travel Expenses	64610	13,000.00	271.00	271.00	2.08%
Principal-Motorola Lease-Cameras	65104	21,350.00	0.00	0.00	0.00%
Principal-Dell	65105	5,300.00	5,276.34	5,276.34	99.55%
Interest-Dell	65205	630.00	0.00	0.00	0.00%
Total Police 210		3,292,281.04	734,757.25	734,757.25	22.32%
Fire/Animal Control 220	220				
Fire Seaside	63810	251,700.00	0.00	0.00	0.00%
Total Fire/Animal Control 220		251,700.00	0.00	0.00	0.00%
Public Works/Streets 311	311				
Payroll	61105	87,800.00	10,123.20	10,123.20	11.52%
Overtime	61110	0.00	126.54	126.54	0.00%
PERS UAL - After 06/30/18	61123	500.00	0.00	0.00	0.00%
PERS Retirement	61125	7,100.00	684.68	684.68	9.64%
Medicare-ER	61130	1,300.00	148.62	148.62	11.43%
Unemployment Ins-Fed & State	61132	100.00	0.00	0.00	0.00%
Dental Expense	61135	1,600.00	380.94	380.94	23.80%
Health Insurance	61140	42,100.00	3,340.28	3,340.28	7.93%
Vision Ins	61145	200.00	31.42	31.42	15.71%
Workers Comp and EAP	61150	1,300.00	1,023.00	1,023.00	78.69%
Wellness Program	61155	500.00	168.00	168.00	33.60%

**City of Del Rey Oaks
Statement of Revenues and Expenditures**

Item 3.

100 - General Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Educational Incentive Pay	61157	1,200.00	138.45	138.45	11.53%
Materials/Supply	62410	10,000.00	495.49	495.49	4.95%
Office Supplies	62430	800.00	0.00	0.00	0.00%
Auto Operations - Supplies / Equip	62710	1,500.00	0.00	0.00	0.00%
Auto Operations - Fuel	62720	4,000.00	0.00	0.00	0.00%
Repair/Maintenance	63505	17,900.00	762.28	762.28	4.25%
Other Outside Services	63508	500.00	0.00	0.00	0.00%
Gabilan Crew	63515	1,500.00	0.00	0.00	0.00%
Utilities - PG&E	63520	5,000.00	9.53	9.53	0.19%
Utilities - Water	63525	6,250.00	665.68	665.68	10.65%
Telephone	63530	300.00	45.52	45.52	15.17%
Internet	63531	600.00	0.00	0.00	0.00%
Training	63605	1,000.00	33.39	33.39	3.33%
Insurance-Liability	63620	28,400.00	12,923.00	12,923.00	45.50%
Insurance-Vehicles	63622	5,000.00	2,395.50	2,395.50	47.91%
Engineering Services	63649	3,600.00	0.00	0.00	0.00%
SB1383 Organics Waste Regs Services	63654	21,000.00	0.00	0.00	0.00%
Hazardous Waste Disposal	63655	250.00	0.00	0.00	0.00%
Auto Repair/Maintenance	63730	2,500.00	0.00	0.00	0.00%
Storm Water Project - Phase 4	64920	15,000.00	0.00	0.00	0.00%
Equipment	66302	500.00	0.00	0.00	0.00%
Total Public Works/Streets 311		269,300.00	33,495.52	33,495.52	12.44%
Parks/Recreation 411	411				
Materials/Supply	62410	10,000.00	245.82	245.82	2.45%
Office Supplies	62430	100.00	0.00	0.00	0.00%
Repair/Maintenance	63505	20,000.00	1,540.00	1,540.00	7.70%
Utilities - Water	63525	7,000.00	653.81	653.81	9.34%
Janitorial Services	63660	0.00	350.00	350.00	0.00%
Travel Expenses	64610	100.00	0.00	0.00	0.00%
Total Parks/Recreation 411		37,200.00	2,789.63	2,789.63	7.50%
Total Expenditures		5,646,081.60	1,033,188.84	1,033,188.84	18.30%
Net Revenues		(325,531.60)	(596,114.96)	(596,114.96)	183.12%
Other Financing Sources and Uses					
Non Department Specific	000				
Transfers Out to CIP	81003	(78,000.00)	0.00	0.00	0.00%
Total Non Department Specific		(78,000.00)	0.00	0.00	0.00%
Total Other Financing Sources and Uses		(78,000.00)	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		(403,531.60)	(596,114.96)	(596,114.96)	147.72%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

210 - Gas Tax Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
Gas Tax 2103	47010	15,000.00	1,064.64	1,064.64	7.09%
Gas Tax 2105	47020	10,100.00	822.28	822.28	8.14%
Gas Tax 2106	47030	9,200.00	757.17	757.17	8.23%
Gas Tax 2107	47040	13,700.00	1,134.35	1,134.35	8.27%
Gas Tax 2107.5	47050	1,000.00	0.00	0.00	0.00%
Total Non Department Specific		49,000.00	3,778.44	3,778.44	7.71%
Total Revenue		49,000.00	3,778.44	3,778.44	7.71%
Expenditures					
Public Works/Streets 311	311				
Repair/Maintenance	63505	5,000.00	0.00	0.00	0.00%
Street Sweeping	63510	12,070.00	0.00	0.00	0.00%
Street Lighting	63910	21,900.00	1,654.00	1,654.00	7.55%
Principal-PG&E	65751	2,550.00	210.83	210.83	8.26%
Total Public Works/Streets 311		41,520.00	1,864.83	1,864.83	4.49%
Total Expenditures		41,520.00	1,864.83	1,864.83	4.49%
Net Revenues		7,480.00	1,913.61	1,913.61	25.58%
Net Revenues After Other Financing Sources and Uses		7,480.00	1,913.61	1,913.61	25.58%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

211 - SB1 Fund-RMRA

From 7/1/2026 Through 7/31/2026

		<u>FY 2027 Budget</u>	<u>July 2026 Actual</u>	<u>FY 2027 YTD Actual</u>	<u>Percent Collected/Spent</u>
Revenue					
Non Department Specific	000				
SB 1 Funds	47777	<u>44,305.00</u>	<u>3,673.59</u>	<u>3,673.59</u>	<u>8.29%</u>
Total Non Department Specific		<u>44,305.00</u>	<u>3,673.59</u>	<u>3,673.59</u>	<u>8.29%</u>
Total Revenue		<u>44,305.00</u>	<u>3,673.59</u>	<u>3,673.59</u>	<u>8.29%</u>
Net Revenues		<u>44,305.00</u>	<u>3,673.59</u>	<u>3,673.59</u>	<u>8.29%</u>
Net Revenues After Other Financing Sources and Uses		<u>44,305.00</u>	<u>3,673.59</u>	<u>3,673.59</u>	<u>8.29%</u>

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

212 - Measure X Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
Measure X	47775	100,705.00	0.00	0.00	0.00%
Total Non Department Specific		100,705.00	0.00	0.00	0.00%
Total Revenue		100,705.00	0.00	0.00	0.00%
Expenditures					
Debt Service - Measure X	610				
Principal - Measure X Loan	65103	87,705.00	0.00	0.00	0.00%
Interest - Measure X	65203	13,000.00	0.00	0.00	0.00%
Total Debt Service - Measure X		100,705.00	0.00	0.00	0.00%
Total Expenditures		100,705.00	0.00	0.00	0.00%
Net Revenues		0.00	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		0.00	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

214 - RSTP

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Revenue					
Non Department Specific	000				
RSTP Funds	47776	15,600.00	0.00	0.00	0.00%
Total Non Department Specific		15,600.00	0.00	0.00	0.00%
Total Revenue		15,600.00	0.00	0.00	0.00%
Net Revenues		15,600.00	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		15,600.00	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

221 - FORA Habitat Management Fund

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Expenditures					
Planning & Building Regulation 160	160				
Contract Services - Habitat Management Plan	63646	32,764.20	0.00	0.00	0.00%
Total Planning & Building Regulation 160		32,764.20	0.00	0.00	0.00%
Total Expenditures		32,764.20	0.00	0.00	0.00%
Net Revenues		(32,764.20)	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		(32,764.20)	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

236 - Drug Enforcement Administration (DEA)

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Revenue					
Police 210	210				
DEA Reimbursements	47782	40,000.00	0.00	0.00	0.00%
Total Police 210		40,000.00	0.00	0.00	0.00%
Total Revenue		40,000.00	0.00	0.00	0.00%
Expenditures					
Police 210	210				
Overtime-DEA	61111	40,000.00	1,638.36	1,638.36	4.09%
Total Police 210		40,000.00	1,638.36	1,638.36	4.10%
Total Expenditures		40,000.00	1,638.36	1,638.36	4.10%
Net Revenues		0.00	(1,638.36)	(1,638.36)	0.00%
Net Revenues After Other Financing Sources and Uses		0.00	(1,638.36)	(1,638.36)	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

301 - Capital Projects

From 7/1/2026 Through 7/31/2026

		FY 2027 Budget	July 2026 Actual	FY 2027 YTD Actual	Percent Collected/Spent
Expenditures					
Vehicle Replacement	533				
Vehicle Replacement	66735	45,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		45,000.00	0.00	0.00	0.00%
Server Replacement	540				
Server Replacement	66303	20,000.00	0.00	0.00	0.00%
Total Server Replacement		20,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
PD Radio Replacement	66736	10,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		10,000.00	0.00	0.00	0.00%
Technology Replacement	544				
Technology Replacement	66324	3,000.00	0.00	0.00	0.00%
Total Technology Replacement		3,000.00	0.00	0.00	0.00%
City Hall Parking Lot Improvements	548				
City Hall Parking Lot Impvts	66429	13,114.00	0.00	0.00	0.00%
Total City Hall Parking Lot Improvements		13,114.00	0.00	0.00	0.00%
Total Expenditures		91,114.00	0.00	0.00	0.00%
Net Revenues		(91,114.00)	0.00	0.00	0.00%
Other Financing Sources and Uses					
Vehicle Replacement	533				
Transfers In from GF	82003	45,000.00	0.00	0.00	0.00%
Total Vehicle Replacement		45,000.00	0.00	0.00	0.00%
Server Replacement	540				
Transfers In from GF	82003	20,000.00	0.00	0.00	0.00%
Total Server Replacement		20,000.00	0.00	0.00	0.00%
PD Radio Replacement	543				
Transfers In from GF	82003	10,000.00	0.00	0.00	0.00%
Total PD Radio Replacement		10,000.00	0.00	0.00	0.00%
Technology Replacement	544				
Transfers In from GF	82003	3,000.00	0.00	0.00	0.00%
Total Technology Replacement		3,000.00	0.00	0.00	0.00%
Total Other Financing Sources and Uses		78,000.00	0.00	0.00	0.00%
Net Revenues After Other Financing Sources and Uses		(13,114.00)	0.00	0.00	0.00%

City of Del Rey Oaks
Statement of Revenues and Expenditures

Item 3.

321 - SBR Engineering Fund
From 7/1/2026 Through 7/31/2026

		<u>FY 2027 Budget</u>	<u>July 2026 Actual</u>	<u>FY 2027 YTD Actual</u>	<u>Percent Collected/Spent</u>
Expenditures					
SBR Contract-Engineering & Others	518				
Contract Services - Engineering	63611	<u>389,825.48</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total SBR Contract-Engineering & Others		<u>389,825.48</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures		<u>389,825.48</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Net Revenues		<u>(389,825.48)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Net Revenues After Other Financing Sources and Uses		<u>(389,825.48)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

City of Del Rey Oaks
Encumbrance Summary
Balance as of 07/31/2026

Vendor Name	PO Number	Encumbrance Description	Enc Date	Encumbrance Amount	Current Balance	Fund Code	Dept-Project Code	GL Code
MONTEREY BAY TECHNOLOGIES, INC.	PO2627-2	FY 26-27 It Service Retainer	7/1/2026	12,600.00	10,500.00	100	111	63635
MONTEREY BAY TECHNOLOGIES, INC.	PO2627-2	FY 26-27 It Service Retainer	7/1/2026	12,600.00	10,500.00	100	210	63635
	Total PO2627-2	FY 26-27 It Service Retainer	7/1/2026	21,000.00	21,000.00			
ClearGOV	PO2627-3	FY 26-27 Budget Software	7/1/2026	11,330.00	0.00	100	130	62433
JAMES DE CHALK	PO2627-4	FY26-27 Janitorial Services	7/1/2026	4,200.00	3,850.00	100	180	63660
JAMES DE CHALK	PO2627-4	FY26-27 Janitorial Services	7/1/2026	8,400.00	7,700.00	100	210	63660
JAMES DE CHALK	PO2627-4	FY26-27 Janitorial Services	7/1/2026	4,200.00	3,850.00	100	411	63660
	Total PO2627-4	FY26-27 Janitorial Services	7/1/2026	16,800.00	15,400.00			
G.P.S. SOLUTIONS	PO2627-5	FY26/27 Plan Checking/Building Inspection	7/1/2026	62,400.00	62,400.00	100	160	63648
Dell Financial Services LLC	PO2627-6	Power Edge R660xs Server	7/1/2026	5,276.34	0.00	100	210	65105
County of Monterey	PO2627-7	FY26/27 9-1-1 Dispatch & Related Svcs	7/1/2026	1,326.00	0.00	100	190	64580
County of Monterey	PO2627-7	FY26/27 9-1-1 Dispatch & Related Svcs	7/1/2026	61,067.00	45,800.00	100	210	63665
County of Monterey	PO2627-7	FY26/27 9-1-1 Dispatch & Related Svcs	7/1/2026	1,000.00	1,000.00	100	210	63666
County of Monterey	PO2627-7	FY26/27 9-1-1 Dispatch & Related Svcs	7/1/2026	14,234.00	10,675.00	100	210	63668
County of Monterey	PO2627-7	FY26/27 9-1-1 Dispatch & Related Svcs	7/1/2026	7,689.00	0.00	100	210	63669
	Total PO2627-7	FY26/27 9-1-1 Dispatch & Related Svcs	7/1/2026	85,316.00	57,475.00			
SMITH & ENRIGHT LANDSCAPING, INC.	PO2627-8	FY 26-27 Landscape Maintenance	7/1/2026	18,480.00	16,940.00	100	411	63505
Report Balance				\$ 209,272.34	\$ 173,215.00			



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Denise Duffy & Associates, City Planning Consultant

DATE: August 25, 2026

Subject: Waive the First Reading, Conduct a Public Hearing, and Adopt an Ordinance to Repeal and Replace Chapter 17.70 of the City of Del Rey Oaks Municipal Code for Consistency with State Law (Government Code Sections 66310–66342).

Recommendation: That the City Council waive the first reading, conduct a public hearing, and adopt an ordinance to the City of Del Rey Oaks Municipal Code and replace it with a new Chapter 17.70 regarding the Accessory Dwelling Units (ADU) ordinance (**Attachment 1**). The proposed ordinance will modify the City's ADU regulations for consistency with State law, incorporating technical assistance provided by the California Department of Housing and Community Development (HCD) and promote the development of ADUs.

The Purpose of Local ADU Ordinances: Under California housing law and policy, ADUs and JADUs are recognized as critical components to expanding the infill housing supply. The replacement ADU ordinance will bring the City's ADU law into regulatory compliance with the State's recent ADU laws passed between 2022 and 2025, prevent State preemption (Government Code Section 66326(d)), and provide a clear framework for local property owners.

Background and Current Summary of State Legislation: Between 2022 and 2025, the State Legislature adopted a series of laws that reduce barriers to ADU development and require local jurisdictions to ministerially approve qualifying applications. Although the City previously adopted ADU regulations (Ordinance No. 308), subsequent statutory changes established new requirements and clarified existing provisions concerning development standards, permitting timelines, and the allowance of ADUs and JADUs.

While the City of Del Rey Oaks currently enforces and follows all applicable State housing statutes in its daily operations, the City's ordinance has not yet been amended to reflect these mandates. To address this and to respond to State requirements, the Municipal Code is proposed to be formally amended, consistent with State law.

This action also satisfies the requirements communicated in two technical assistance letters from HCD: an initial HCD Findings Letter dated August 14, 2024, and a subsequent HCD Letter of Technical Assistance dated February 27, 2026. Together, these communications track legislative mandates and provide the direction on compliance with the recent updated HCD ADU Handbook (March 2026). The August 2024 letter listed non-compliant sections of Del Rey Oaks Ordinance No. 308—such as outdated statutory numbering following the passage of Senate Bill 477. The subsequent February 27, 2026, letter provides a follow-up technical assistance notice, adding the new 2025 statutory updates.

The proposed ADU ordinance integrates both State mandates and the recommendations provided in HCD’s 2024 and 2026 communications with the City. The ADU ordinance amendments would ensure compliance with current state regulations, specifically Government Code Sections 66310-66342. The amendment is also consistent with the City’s adopted 2023-2031 6th Cycle Housing Element Update, including Program C.2, Encourage the Construction of Accessory Dwelling Units. In addition to promoting the development of ADUs, the program provides that the City will continue to review and update the ADU ordinance in compliance with updated State regulations.

The Planning Commission held a public hearing on August 12, 2026, and considered the revisions to Del Rey Oaks Municipal Code Chapter 17.70 regarding ADUs. The Commission unanimously approved a motion to recommend that the City Council repeal and replace the existing ADU ordinance. The Planning Commission Staff Report is included as **Attachment 2**.

Environmental Determination (CEQA): The adoption of this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17, which provides that CEQA does not apply to the adoption of an ordinance by a city or county to implement Article 2 (commencing with Section 66314) or Article 3 (commencing with Section 66333) of Chapter 13 of Division 1 of Title 7 of the Government Code, which is State ADU and JADU law. This ordinance implements State law governing ADU and JADUs, and is, therefore, statutorily exempt from CEQA.

Recommended Action

City Council waive 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 (Attachment 1).

Attachments

1. Draft City Council Ordinance Del Rey Oaks Municipal Code Chapter 17.70 (Accessory Dwelling Units and Junior Accessory Dwelling Units).
2. Planning Commission Staff Report, August 12, 2026.

Attachment 1

Draft City Council Ordinance Del Rey Oaks Municipal Code Chapter 17.70 (Accessory Dwelling Units and Junior Accessory Dwelling Units).

DRAFT CITY COUNCIL ORDINANCE NO. 2026-325

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS
REPEALING THE EXISTING ACCESSORY DWELLING UNIT ORDINANCE IN ITS
ENTIRETY AND APPROVING A COMPREHENSIVE REPLACEMENT TO CHAPTER
17.70 OF THE DEL REY OAKS MUNICIPAL CODE TO ENSURE FORMAL TEXTUAL
COMPLIANCE WITH REVISED CALIFORNIAN STATE HOUSING MANDATES
(GOVERNMENT CODE SECTIONS 66310–66342)**

WHEREAS, the State of California is experiencing a housing supply crisis, with housing demand far outstripping supply; and

WHEREAS, the California Department of Housing and Community Development (HCD) issued an official Ordinance Findings Letter on August 14, 2024, followed by a subsequent Letter of Technical Assistance to the City of Del Rey Oaks on February 27, 2026, noting that while the City adheres to current state law in its administrative practices, the formal ordinance text on file remains outdated; and [\[1\]](#)

WHEREAS, the California Legislature passed Senate Bill 477 (2024), which completely repealed the former statutory chapters governing local secondary dwellings and renumbered them into an entire newly consolidated state framework under California Government Code Sections 66310 through 66342; and [\[1\]](#)

WHEREAS, the State has enacted legislation to encourage the construction of Accessory Dwelling Units (“ADU”), which includes new standards that limit how municipalities can regulate the permitting and development of ADUs; and

WHEREAS, California Government Code Section 66326(d) provides that if a local agency fails to update its municipal code or timely respond to state corrections, its existing local zoning rules are rendered entirely null and void as a matter of law, stripping the City of all local development controls; and

WHEREAS, the City currently implements all state-mandated ADU and Junior ADU streamlined requirements, but recognizes that amending the formal municipal text is necessary to align the Del Rey Oaks Municipal Code with active statutory structures; and

WHEREAS, the Planning Commission of the City of Del Rey Oaks conducted a duly noticed public hearing on August 12, 2026, reviewed the text amendments, and recommended the approval of the replacement ordinance text for City Council approval.

WHEREAS, the City Council (“Council”) recognizes that ADU can provide additional affordable housing opportunities in the City; and

WHEREAS, the Council finds that it is appropriate to repeal Chapter 17.70 regarding “Accessory Dwelling Units” and replace this code with new standards for ADU; and

WHEREAS, on August 25, 2026, the Council conducted a public hearing to consider the Commission's recommendation, and after considering public testimony, the staff report and all submitted evidence, the Council now desires to approve the proposed ordinance.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DEL REY OAKS DOES
HEREBY ORDAIN AS FOLLOWS:**

SECTION 1: REPEAL AND REPLACEMENT OF CHAPTER 17.70

Chapter 17.70 of the Del Rey Oaks Municipal Code is hereby amended, repealed in parts, and replaced to read in its entirety as follows:

CHAPTER 17.70 - ACCESSORY DWELLING UNITS

17.70.010 - Purpose and Intent

The purpose of this chapter is to regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in conformity with California Government Code Title 7, Division 1, Chapter 13 (Sections 66310 through 66342). These provisions are designed to allow infill housing production while protecting the established public health, safety, and single-family/multifamily residential parameters of Del Rey Oaks.

17.70.020 - Definitions

- "Accessory Dwelling Unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one (1) or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single family or multifamily dwelling is or will be situated. An ADU also includes the following (Government Code Section 66313(a)):
 - An efficiency unit.
 - A manufactured home as defined in Section 18007 of the Health and Safety Code.
- "Efficiency Unit" means a dwelling unit that contains a minimum of 190 square feet in living space, a separate closet, kitchen sink, cooking appliance, refrigerator, and a separate bathroom containing a water closet, lavatory, bathtub, or shower (Government Code Section 66313(c); Health and Safety Code Section 17958.1).
- "Manufactured Home" means a structure that was constructed on or after June 15, 1976, is transportable in one (1) or more sections, is eight (8) body feet or more in width, or 40 body feet or more in length, in the traveling mode, or, when erected on site, is 320 or more square feet, is built on a permanent chassis and designed to be used as a single-family dwelling with or without a foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein (Health and Safety Code Section 18007(a)).
- "Junior Accessory Dwelling Unit" or "JADU" means a unit that is no more than 500 square feet in interior livable space and contained entirely within a single-family residence. A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure (Government Code Section 66313(d)).
- "Livable Space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation (Government Code Section 66313(e)).
- "Objective Development Standards" means standards that involve no personal or subjective judgement by a public official and are uniformly verifiable by reference to an

external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal.

17.70.030 - Processing, Timelines, and Rolling Objections

- **A. Application and Fee:** Application for an ADU shall be processed ministerially and shall be accompanied by the appropriate fee. An ADU shall be permitted through the issuance of a building permit.
- **B. Completeness Review:** Within fifteen (15) business days of receiving an application for an ADU or JADU, the City shall issue a written determination to the applicant specifying whether the application is complete or incomplete (Government Code Section 66317(a)(1)-(2)).
- **C. Deemed Complete:** If the City fails to provide a written determination of incompleteness within fifteen (15) business days, the application shall be deemed complete by operation of law as of the sixteenth (16th) business day, and the mandatory 60-day ministerial clock to approve or deny the permit shall commence (Government Code Section 66317(a)(2)(F) and 66317(a)(3)).
- **D. Prohibition on Rolling Objections:** If an application is deemed incomplete, the City's written notice shall itemize all missing or non-compliant elements. When the applicant resubmits corrected plans, the City shall not raise any new objections, comments, or requests for information that were not explicitly cited in the initial written notice of incompleteness. The City is subject to the same review timelines described under subparagraph (B). (Government Code Section 66317(a)(2)(B)-(F)).
- **E. Approval Process:** The City shall approve or deny the application within 60 days from the date the City received the completed application if there is an existing single-family or multifamily dwelling on the lot. If the permit application to create or sever an ADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the City may delay approving or denying the permit application for the ADU until the City approves or denies the permit application to create the new single-family or multifamily dwelling, but the application to create or sever the ADU shall be considered without discretionary review or hearing. If the applicant requests a delay, the 60-day time period shall be tolled for the period of the delay. If the City has not approved or denied the completed application within 60 days, the application shall be deemed approved. The City may charge a fee to reimburse it for costs incurred to implement this section, including the costs of adopting or amending any ordinance that provides for the creation of an ADU (Government Code Section 66317(a)(3)).
- **F. Appeals:** An applicant may appeal a completeness determination pursuant to Section 17.70.030(D) or denial pursuant Section 17.70.030(E) in writing to the Planning Commission, no later than 15 calendar days from either action. The Planning Commission must issue a written determination on the appeal within 60 business days of the City's receipt of the written appeal. The Planning Commission's decision is final and not appealable.
- **G. Right to Appeal:** If a permit application for an ADU or JADU is deemed incomplete or is denied, the permitting agency is required to establish a process allowing the

applicant to appeal the decision in writing. This appeal must be directed to the Planning Commission per section 17.70.030(F) of this Chapter.

17.70.040 – Permitted Uses, Requirements, and Restrictions

- **A. Permitted Zones:** ADUs and JADUs are permitted ministerially in any zone where residential or mixed-use developments are allowed by right or conditional use.
- **B. Ownership and Separate Sale:** An ADU or JADU shall not be sold or otherwise conveyed separately from the primary dwelling, except as authorized by California Government Code Section 66341 for properties built or developed by qualified housing non-profit corporations, or if the City explicitly adopts an AB 1033 partition framework.
- **C. Owner Occupancy:**
 1. *ADUs:* Owner occupancy is not required for an ADU.
 2. *JADUs:* Owner occupancy is required in either the remaining portion of the primary residence or the JADU itself where the JADU unit has shared sanitation facilities with the existing structure. Owner-occupancy shall not be required if the JADU unit has separate sanitation facilities, or if the owner is another governmental agency, land trust, or housing organization (Government Code Section 66333(b)).
- **D. Short-Term Rental Restriction:** No ADU or JADU shall be rented or offered for rent for a period of less than thirty (30) consecutive days (Government Code Section 66323(e)).

17.70.050 – Spatial and Design Configurations

- **A. Statewide Exempt ADUs ("66323 Units"):** The City shall ministerially approve a building permit for ADUs and JADUs conforming with Government Code Section 66323. 66323 Units need only comply with the development standards set forth in this subsection. Lots with existing or proposed single family developments are entitled to no more than three (3) 66323 Units: one (1) internal ADU, one (1) JADU, and one (1) detached ADU, as more specifically described below:
 - 1. *Single-Family Developments:*
 - i. One (1) internal ADU and (1) JADU. For a lot with an existing or proposed single-family dwelling, one (1) internal ADU and/or one (1) JADU if all of the following requirements are met.
 - a. The ADU or JADU is within the proposed space of a single-family dwelling or existing space of a single-family dwelling, accessory building, or accessory structure. ADUs converted from an accessory building or structure are eligible for a 150-square-foot expansion. An expansion beyond the physical dimensions of the existing accessory building or structure shall be limited to accommodating ingress and egress.

- b. The space has exterior access from the proposed or existing single-family dwelling.
 - c. The side and rear setbacks are sufficient for fire and safety.
 - d. The JADU complies with the requirements of Government Code Section 66333 et seq.
 - e. Internal ADUs and JADUs, constructed concurrently with the primary dwelling unit, shall not exceed the maximum allowed floor area limit or floor area ratio of the zoning district.
 - f. The height of an attached unit shall not exceed a height of 25 feet or the height limitation in the local zoning ordinance that applies to the primary dwelling, whichever is lower. This subparagraph shall not require the City to allow an ADU to exceed two (2) stories (Government Code Section 66321(b)(4)(D)).
- ii. One (1) detached ADU. For a lot with an existing or proposed single-family dwelling, one (1) detached, new construction ADU that meets all the following requirements.
 - a. The ADU shall not exceed 800 square feet of interior livable space.
 - b. The ADU shall have a minimum rear and side setback of four (4) feet.
 - c. The ADU shall conform to the following maximum height limitations (Government Code Section 66321):
 - A height of 16 feet for a detached ADU on a lot with an existing or proposed single family dwelling unit.
 - A height of 18 feet for a detached ADU on a lot with an existing or proposed single family dwelling unit that is within one-half of one (1) mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. The City shall also allow an additional two (2) feet in height to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
- 2. *Multifamily Developments:*
 - i. Internal Multifamily ADUs. ADUs are permitted within portions of existing multifamily residential structures not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, provided each unit complies with building standards. At least one (1) internal ADU and up to twenty-five percent (25%) of the existing number of multifamily dwelling units are permitted.

- ii. Detached Multifamily ADUs. ADUs that are located on a lot that has an existing or proposed multifamily dwelling, but are detached from that multifamily dwelling, are subject to the following:
 - a. On a lot with an existing multifamily dwelling, not more than eight (8) detached ADUs. However, the number of ADUs allowable pursuant to this clause shall not exceed the number of existing units on the lot.
 - b. On a lot with a proposed multifamily dwelling, not more than two (2) detached ADUs. Once two (2) detached ADUs have been constructed as part of a new or proposed multifamily development, no additional detached ADUs can be constructed on-site.
 - c. The ADU shall have a minimum rear and side setback of four (4) feet. However, if the existing multifamily dwelling has a rear or side setback of less than four (4) feet, no modification of the existing multifamily dwelling shall be required as a condition of approving the application to construct an ADU that satisfies the requirements of this subsection.
 - d. The ADU shall conform to the following maximum height limitations (Government Code Section 66321):
 - A height of 16 feet for a detached ADU on a lot with an existing or proposed multifamily dwelling unit.
 - A height of 18 feet for a detached ADU on a lot with an existing or proposed multifamily dwelling unit that is within one-half of one (1) mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. The City shall also allow an additional two (2) feet in height to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
 - A height of 18 feet for a detached ADU on a lot with an existing or proposed multifamily, multistory dwelling.
- **B. Non-Exempt ADU Standards:** For units exceeding 800 square feet, the following limits apply, provided they do not physically block the assembly of an 800-square-foot unit:
 - 1. One (1) bedroom or studio: Maximum of 1,000 square feet.
 - 2. Two (2) or more bedrooms: Maximum of 1,200 square feet.
 - 3. Setbacks: A minimum of four (4) feet for rear and side property lines is required for any new construction. Zero (0) feet setback is required for conversions of existing legal structures or structures rebuilt in the exact same location and footprint.

- **C. Objective Design Standards:** No objective development or design standard shall be imposed on an ADU authorized by this section unless expressly authorized by Government Code Section 66323(b). Correction of nonconforming zoning conditions shall not be required as a condition of ministerial ADU or JADU approval, consistent with Government Code Section 66323(c).
- **D. Fire Sprinklers:** The installation of fire sprinklers shall not be required in an ADU or a JADU if sprinklers are not required for the primary residence. The construction of an ADU or a JADU shall not trigger a requirement for fire sprinklers to be installed in the existing multifamily dwelling (Government Code Section 66323(d)).

17.70.060 - Parking Mandates

- A. Parking requirements for an ADU shall not exceed one (1) parking space per unit or per bedroom, whichever is less.
- B. No parking space shall be required for an ADU if it is:
 1. Located within a one-half mile walking distance of public transit.
 2. Located within an architecturally and historically significant historic district.
 3. Part of the proposed or existing primary residence or an accessory structure.
 4. When on-street parking permits are required but not offered to the occupant of the ADU.
 5. When there is a car share vehicle located within one (1) block of the ADU.
 6. When a permit application for an ADU is submitted with a permit application to create a new single-family dwelling or a new multifamily dwelling on the same lot, provided that the ADU or the parcel satisfies any other criteria listed in Government Code section 66322, subdivision (a)(1)-(5).
 7. ADUs subject to Government Code Section 66323.
- C. When a garage, carport, or covered parking structure is demolished or converted in conjunction with the construction of an ADU, the City shall not require the property owner to replace or re-establish those displaced vehicular parking spaces.

17.70.070 - Fees and Utility Exemptions.

- A. **Impact Fees:** No development impact fees (including traffic, parks, and public facilities) shall be assessed by the City for any ADU under 750 square feet. Development impact fees for units 750 square feet or larger shall be assessed proportionally relative to the square footage of the primary dwelling (Government Code Section 66311.5(a)-(d)).
- B. **School District Fees:** Any ADU or JADU containing five hundred (500) square feet or less of interior livable space shall be completely exempt from school impact fees, in strict compliance with current state handbook protections (Government Code Section 66311.5(c)).

17.70.080 – Utilities.

- **A. Utility Connections:** The City cannot require ADUs and JADUs that qualify under Government Code Section 66323(a)(1) created from the existing space of a primary dwelling or accessory structure to install a new or separate connection unless the ADU or JADU is constructed concurrently with a new single-family dwelling. For all other ADUs and JADUs not created pursuant to Government Code Section 66323(a)(1), a new or separate connection directly from the utility to the ADU or JADU may be required (Government Code Section 66311.5(d)(e)).
- **B. Utility Fees:** Consistent with Government Code Section 66013, a utility connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed ADU. This fee or charge shall not exceed the reasonable cost of providing this service.

SECTION 2: SEVERABILITY

If any provision, section, paragraph, sentence, clause, or phrase of this ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance, or any part thereof, or its application to other persons or circumstances. The City Council hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses, or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

SECTION 3: SUBMISSION TO STATE HCD

The City Clerk is hereby directed to submit a clean copy of this adopted ordinance to the [California Department of Housing and Community Development \(HCD\)](#) within sixty (60) days of passage to finalize the City's statutory compliance file.

SECTION 4. This ordinance shall take effect thirty (30) days following its final adoption.

SECTION 5. The City Manager and City Clerk are directed to perform all tasks necessary to implement this ordinance.

SECTION 6: PUBLICATION. The City Clerk is hereby directed to publish in a newspaper of general circulation.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Del Rey Oaks, California, at its regular meeting held on the ____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Scott Donaldson, Mayor

ATTEST:

Karen Minami, City Clerk

Attachment 2

Planning Commission Staff Report August 12, 2026



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD., DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 FAX (831) 394-6421

PLANNING COMMISSION STAFF REPORT

TO: Chairperson and Members of the Planning Commission
John Guertin, City Manager

FROM: Denise Duffy & Associates, City Planning Consultants

DATE: August 12, 2026

SUBJECT: Consider Revisions to Del Rey Oaks Municipal Code Chapter 17.70 Regarding Accessory Dwelling Units and Junior Accessory Dwelling Units

RECOMMENDATION

That the Planning Commission receive the staff report, conduct a public hearing, review the proposed text amendments, and vote to recommend that the City Council repeal Chapter 17.70 of the Del Rey Oaks Municipal Code regarding Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) in its entirety, and adopt a replacement ordinance (please refer to **Exhibit 1**).

The Purpose of Local ADU Ordinances: Under California housing law and policy, ADUs and JADUs are recognized as critical components to expanding infill housing supply. The State Legislature has adopted a series of laws that reduce barriers to ADU development and require local jurisdictions to ministerially approve qualifying applications. Although the City previously adopted ADU regulations, subsequent statutory changes established new requirements and clarified existing provisions concerning development standards, permitting timelines, and the allowance of ADUs and JADUs.

Background Ordinance Compliance: The City of Del Rey Oaks last updated its ADU ordinance in 2021 through Ordinance No. 308. Since then, the California Legislature has revised ADU and JADU requirements, permitting rights, and review procedures. The proposed replacement ordinance updates Chapter 17.70 to conform to Government Code Sections 66310–66342. The proposed replacement ordinance will also implement a provision of **Program C.2, Encourage the Construction of Accessory Dwelling Units**, in the adopted 2023–2031 Sixth Cycle Housing Element, which directs the City to continue reviewing and updating its ADU ordinance as State requirements change.

Regulatory Feedback: Correspondence from the California Department of Housing and Community Development (HCD) identified requirements to meet State law. HCD issued an initial compliance letter based upon its review of the City's adopted ADU Ordinance, notifying the City that portions of Ordinance No. 308 were out of compliance with State criteria (August 14, 2024 HCD Findings Letter)(please refer to **Exhibit 2**). Following receipt of the letter, the City continued communication with HCD staff regarding needed ADU updates while also working to achieve a compliant Housing Element. In 2025, the State legislature passed another round of housing bills focused on ADUs, rendering some of the HCD 2024 recommendations outdated. HCD sent a separate letter in 2026 to identify more recent changes to the

ADU requirements statewide. The 2026 letter notified the City that the City's ADU Ordinance was outdated and conflicted directly with newly enacted statutes (February 27, 2026 HCD Letter of Technical Assistance)(please refer to **Exhibit 3**). The action before the Planning Commission responds directly to the concerns raised by HCD in their February 2026 letter and achieves stated objectives of the City's Housing Element (**Program C.2, Encourage the Construction of Accessory Dwelling Units**).

The State Preemption (Government Code Section 66326(d)): The City of Del Rey Oaks currently processes and reviews all incoming ADU and JADU applications in accordance with State law. However, the outdated text in the existing ordinance creates administrative confusion. Under Government Code Section 66326(d), if a local agency fails to update its formal ordinance or fails to respond to HCD findings within the statutory timelines, that local ordinance is rendered null and void by operation of law. Adoption of the replacement ordinance consistent with State law will address State preemption and avoid administrative confusion.

ENVIRONMENTAL DETERMINATION (CEQA)

The adoption of this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17, which provides that CEQA does not apply to the adoption of an ordinance by a city or county to implement Article 2 (commencing with Section 66314) or Article 3 (commencing with Section 66333) of Chapter 13 of Division 1 of Title 7 of the Government Code, which is State ADU and JADU law. This ordinance implements State law governing ADU and JADUs, and is, therefore, statutorily exempt from CEQA.

ACTION

The Planning Commission may vote to recommend approval to the City Council, instead of a separate written resolution. This action satisfies the requirement under Government Code Section 65855 for a written recommendation to the City Council, using the verified meeting minutes and a transmittal memo to the Council. The adoption sequence is as follows:

1. **Planning Commission Review and Recommendation (Current Step):** The Commission opens a public hearing and votes whether to recommend approval of the Replacement ADU and JADU Ordinance.
2. **City Council Action:** The recommendation will be transmitted to the City Council for their upcoming public hearing (currently scheduled for Tuesday, August 25, 2026), where the Replacement ADU and JADU Ordinance will be considered. Upon formal and final adoption, the staff will upload the adopted ordinance directly to the HCD portal to satisfy the 60-day legal submission window.

CONCLUSION

The proposed replacement ordinance will bring the City of Del Rey Oaks into formal, textual alignment with active California housing mandates. It resolves outstanding items flagged in HCD's 2024 and 2026 letters, protects the City from State preemption, and provides a clear framework for local property owners.

RECOMMENDATION

Staff recommend that the Commission vote by direct motion and direct staff to reflect this recommendation to the City Council in the meeting minutes.

LIST OF EXHIBITS

- **Exhibit 1:** Draft City Council Ordinance Del Rey Oaks Municipal Code Chapter 17.70 (Accessory Dwelling Units and Junior Accessory Dwelling Units)
- **Exhibit 2:** State HCD Technical Assistance Letter **2024**
- **Exhibit 3:** State HCD Technical Assistance Letter **2026**

Exhibit 1

**Draft City Council Ordinance Del Rey Oaks Municipal Code Chapter 17.70
(Accessory Dwelling Units and Junior Accessory Dwelling Units)**

DRAFT CITY COUNCIL ORDINANCE NO. 2026-__

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL REY OAKS
REPEALING THE EXISTING ACCESSORY DWELLING UNIT CODE IN ITS
ENTIRETY AND APPROVING A COMPREHENSIVE REPLACEMENT AMENDMENT
TO CHAPTER 17.70 OF THE DEL REY OAKS MUNICIPAL CODE TO ENSURE
FORMAL TEXTUAL COMPLIANCE WITH REVISED CALIFORNIAN STATE
HOUSING MANDATES (GOVERNMENT CODE SECTIONS 66310–66342)**

WHEREAS, the State of California is experiencing a housing supply crisis, with housing demand far outstripping supply; and

WHEREAS, the California Department of Housing and Community Development (HCD) issued an official Ordinance Findings Letter on August 14, 2024, followed by a subsequent Letter of Technical Assistance to the City of Del Rey Oaks on February 27, 2026, noting that while the City adheres to current state law in its administrative practices, the formal ordinance text on file remains outdated; and [\[1\]](#)

WHEREAS, the California Legislature passed Senate Bill 477 (2024), which completely repealed the former statutory chapters governing local secondary dwellings and renumbered them into an entire newly consolidated state framework under California Government Code Sections 66310 through 66342; and [\[1\]](#)

WHEREAS, the State has enacted legislation to encourage the construction of Accessory Dwelling Units (“ADU”), which includes new standards that limit how municipalities can regulate the permitting and development of ADUs; and

WHEREAS, California Government Code Section 66326(d) provides that if a local agency fails to update its municipal code or timely respond to state corrections, its existing local zoning rules are rendered entirely null and void as a matter of law, stripping the City of all local development controls; and

WHEREAS, the City currently implements all state-mandated ADU and Junior ADU streamlined requirements, but recognizes that amending the formal municipal text is necessary to align the Del Rey Oaks Municipal Code with active statutory structures; and

WHEREAS, the Planning Commission of the City of Del Rey Oaks conducted a duly noticed public hearing on August 12, 2026, reviewed the text amendments, and recommended the approval of the replacement ordinance text for City Council approval.

WHEREAS, the City Council (“Council”) recognizes that ADU can provide additional affordable housing opportunities in the City; and

WHEREAS, the Council finds that it is appropriate to repeal Chapter 17.70 regarding “Accessory Dwelling Units” and replace this code with new standards for ADU; and

WHEREAS, on August 25, 2026, the Council conducted a public hearing to consider the Commission's recommendation, and after considering public testimony, the staff report and all submitted evidence, the Council now desires to approve the proposed ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DEL REY OAKS DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals. The City Council hereby finds and determines that all the foregoing recitals are true, accurate, and are incorporated into the body of this Ordinance.

SECTION 2. Complete Code Repeal & Replacement. The City Council hereby completely repeals the City's existing Accessory Dwelling Unit code frame (Ordinance No. 308) and replaces Chapter 17.70 of the Del Rey Oaks Municipal Code in its entirety with the text set forth within this **Ordinance No. _____**.

SECTION 3. Authority to Transmit. The City Council hereby directs the City Manager, or their designated representative, to transmit a copy of this adopted ordinance directly to California HCD within sixty (60) days of local adoption in accordance with state submittal mandates.

CHAPTER 17.70 OF THE DEL REY OAKS MUNICIPAL CODE IN ITS ENTIRETY AND ADOPTING A REPLACEMENT CHAPTER 17.70 REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS IN COMPLIANCE WITH STATE LAW AND STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) MANDATES:

SECTION 1: REPEAL AND REPLACEMENT OF CHAPTER 17.70

Chapter 17.70 of the Del Rey Oaks Municipal Code is hereby amended, repealed in parts, and replaced to read in its entirety as follows:

CHAPTER 17.70 - ACCESSORY DWELLING UNITS

17.70.010 - Purpose and Intent

The purpose of this chapter is to regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in conformity with California Government Code Title 7, Division 1, Chapter 13 (Sections 66310 through 66342). These provisions are designed to allow infill housing production while protecting the established public health, safety, and single-family/multifamily residential parameters of Del Rey Oaks.

17.70.020 - Definitions

- "Accessory Dwelling Unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one (1) or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single family or multifamily dwelling is or will be situated. An ADU also includes the following (Government Code Section 66313(a)):
 - An efficiency unit.
 - A manufactured home as defined in Section 18007 of the Health and Safety Code.
- "Efficiency Unit" means a dwelling unit that contains a minimum of 190 square feet in living space, a separate closet, kitchen sink, cooking appliance, refrigerator, and a separate bathroom containing a water closet, lavatory, bathtub, or shower (Government Code Section 66313(c); Health and Safety Code Section 17958.1).
- "Manufactured Home" means a structure that was constructed on or after June 15, 1976, is transportable in one (1) or more sections, is eight (8) body feet or more in width, or 40 body feet or more in length, in the traveling mode, or, when erected on site, is 320 or more square feet, is built on a permanent chassis and designed to be used as a single-family dwelling with or without a foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein (Health and Safety Code Section 18007(a)).
- "Junior Accessory Dwelling Unit" or "JADU" means a unit that is no more than 500 square feet in interior livable space and contained entirely within a single-family residence. A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure (Government Code Section 66313(d)).

- "Livable Space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation (Government Code Section 66313(e)).
- "Objective Development Standards" means standards that involve no personal or subjective judgement by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal.

17.70.030 - Processing, Timelines, and Rolling Objections

- **A. Application and Fee:** Application for an ADU shall be processed ministerially and shall be accompanied by the appropriate fee. An ADU shall be permitted through the issuance of a building permit.
- **B. Completeness Review:** Within fifteen (15) business days of receiving an application for an ADU or JADU, the City shall issue a written determination to the applicant specifying whether the application is complete or incomplete (Government Code Section 66317(a)(1)-(2)).
- **C. Deemed Complete:** If the City fails to provide a written determination of incompleteness within fifteen (15) business days, the application shall be deemed complete by operation of law as of the sixteenth (16th) business day, and the mandatory 60-day ministerial clock to approve or deny the permit shall commence (Government Code Section 66317(a)(2)(F) and 66317(a)(3)).
- **D. Prohibition on Rolling Objections:** If an application is deemed incomplete, the City's written notice shall itemize all missing or non-compliant elements. When the applicant resubmits corrected plans, the City shall not raise any new objections, comments, or requests for information that were not explicitly cited in the initial written notice of incompleteness. The City is subject to the same review timelines described under subparagraph (B). (Government Code Section 66317(a)(2)(B)-(F)).
- **E. Approval Process:** The City shall approve or deny the application within 60 days from the date the City received the completed application if there is an existing single-family or multifamily dwelling on the lot. If the permit application to create or sever an ADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the City may delay approving or denying the permit application for the ADU until the City approves or denies the permit application to create the new single-family or multifamily dwelling, but the application to create or sever the ADU shall be considered without discretionary review or hearing. If the applicant requests a delay, the 60-day time period shall be tolled for the period of the delay. If the City has not approved or denied the completed application within 60 days, the application shall be deemed approved. The City may charge a fee to reimburse it for costs incurred to implement this section, including the costs of adopting or amending any ordinance that provides for the creation of an ADU (Government Code Section 66317(a)(3)).
- **F. Appeals:** An applicant may appeal a completeness determination pursuant to Section 17.70.030(D) or denial pursuant Section 17.70.030(E) in writing to the Planning Commission, no later than 15 calendar days from either action. The Planning Commission must issue a written determination on the appeal within 60 business days of

the City's receipt of the written appeal. The Planning Commission's decision is final and not appealable.

- **G. Right to Appeal:** If a permit application for an ADU or JADU is deemed incomplete or is denied, the permitting agency is required to establish a process allowing the applicant to appeal the decision in writing. This appeal must be directed to the Planning Commission per section 17.70.030(F) of this Chapter.

17.70.040 – Permitted Uses, Requirements, and Restrictions

- **A. Permitted Zones:** ADUs and JADUs are permitted ministerially in any zone where residential or mixed-use developments are allowed by right or conditional use.
- **B. Ownership and Separate Sale:** An ADU or JADU shall not be sold or otherwise conveyed separately from the primary dwelling, except as authorized by California Government Code Section 66341 for properties built or developed by qualified housing non-profit corporations, or if the City explicitly adopts an AB 1033 partition framework.
- **C. Owner Occupancy:**
 1. *ADUs:* Owner occupancy is not required for an ADU.
 2. *JADUs:* Owner occupancy is required in either the remaining portion of the primary residence or the JADU itself where the JADU unit has shared sanitation facilities with the existing structure. Owner-occupancy shall not be required if the JADU unit has separate sanitation facilities, or if the owner is another governmental agency, land trust, or housing organization (Government Code Section 66333(b)).
- **D. Short-Term Rental Restriction:** No ADU or JADU shall be rented or offered for rent for a period of less than thirty (30) consecutive days (Government Code Section 66323(e)).

17.70.050 – Spatial and Design Configurations

- **A. Statewide Exempt ADUs ("66323 Units"):** The City shall ministerially approve a building permit for ADUs and JADUs conforming with Government Code Section 66323. 66323 Units need only comply with the development standards set forth in this subsection. Lots with existing or proposed single family developments are entitled to no more than three (3) 66323 Units: one (1) internal ADU, one (1) JADU, and one (1) detached ADU, as more specifically described below:
 - 1. *Single-Family Developments:*
 - i. One (1) internal ADU and (1) JADU. For a lot with an existing or proposed single-family dwelling, one (1) internal ADU and/or one (1) JADU if all of the following requirements are met.
 - a. The ADU or JADU is within the proposed space of a single-family dwelling or existing space of a single-family dwelling, accessory building, or accessory structure. ADUs converted from an accessory building or structure are eligible for a 150-square-foot

expansion. An expansion beyond the physical dimensions of the existing accessory building or structure shall be limited to accommodating ingress and egress.

- b. The space has exterior access from the proposed or existing single-family dwelling.
 - c. The side and rear setbacks are sufficient for fire and safety.
 - d. The JADU complies with the requirements of Government Code Section 66333 et seq.
 - e. Internal ADUs and JADUs, constructed concurrently with the primary dwelling unit, shall not exceed the maximum allowed floor area limit or floor area ratio of the zoning district.
 - f. The height of an attached unit shall not exceed a height of 25 feet or the height limitation in the local zoning ordinance that applies to the primary dwelling, whichever is lower. This subparagraph shall not require the City to allow an ADU to exceed two (2) stories (Government Code Section 66321(b)(4)(D)).
- ii. One (1) detached ADU. For a lot with an existing or proposed single-family dwelling, one (1) detached, new construction ADU that meets all the following requirements.
 - a. The ADU shall not exceed 800 square feet of interior livable space.
 - b. The ADU shall have a minimum rear and side setback of four (4) feet.
 - c. The ADU shall conform to the following maximum height limitations (Government Code Section 66321):
 - A height of 16 feet for a detached ADU on a lot with an existing or proposed single family dwelling unit.
 - A height of 18 feet for a detached ADU on a lot with an existing or proposed single family dwelling unit that is within one-half of one (1) mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. The City shall also allow an additional two (2) feet in height to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
- 2. *Multifamily Developments:*
 - i. Internal Multifamily ADUs. ADUs are permitted within portions of existing multifamily residential structures not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, provided each unit complies with building

standards. At least one (1) internal ADU and up to twenty-five percent (25%) of the existing number of multifamily dwelling units are permitted.

- ii. Detached Multifamily ADUs. ADUs that are located on a lot that has an existing or proposed multifamily dwelling, but are detached from that multifamily dwelling, are subject to the following:
 - a. On a lot with an existing multifamily dwelling, not more than eight (8) detached ADUs. However, the number of ADUs allowable pursuant to this clause shall not exceed the number of existing units on the lot.
 - b. On a lot with a proposed multifamily dwelling, not more than two (2) detached ADUs. Once two (2) detached ADUs have been constructed as part of a new or proposed multifamily development, no additional detached ADUs can be constructed on-site.
 - c. The ADU shall have a minimum rear and side setback of four (4) feet. However, if the existing multifamily dwelling has a rear or side setback of less than four (4) feet, no modification of the existing multifamily dwelling shall be required as a condition of approving the application to construct an ADU that satisfies the requirements of this subsection.
 - d. The ADU shall conform to the following maximum height limitations (Government Code Section 66321):
 - A height of 16 feet for a detached ADU on a lot with an existing or proposed multifamily dwelling unit.
 - A height of 18 feet for a detached ADU on a lot with an existing or proposed multifamily dwelling unit that is within one-half of one (1) mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. The City shall also allow an additional two (2) feet in height to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
 - A height of 18 feet for a detached ADU on a lot with an existing or proposed multifamily, multistory dwelling.
- **B. Non-Exempt ADU Standards:** For units exceeding 800 square feet, the following limits apply, provided they do not physically block the assembly of an 800-square-foot unit:
 - 1. One (1) bedroom or studio: Maximum of 1,000 square feet.
 - 2. Two (2) or more bedrooms: Maximum of 1,200 square feet.
 - 3. Setbacks: A minimum of four (4) feet for rear and side property lines is required for any new construction. Zero (0) feet setback is required for conversions of

existing legal structures or structures rebuilt in the exact same location and footprint.

- **C. Objective Design Standards:** No objective development or design standard shall be imposed on an ADU authorized by this section unless expressly authorized by Government Code Section 66323(b). Correction of nonconforming zoning conditions shall not be required as a condition of ministerial ADU or JADU approval, consistent with Government Code Section 66323(c).
- **D. Fire Sprinklers:** The installation of fire sprinklers shall not be required in an ADU or a JADU if sprinklers are not required for the primary residence. The construction of an ADU or a JADU shall not trigger a requirement for fire sprinklers to be installed in the existing multifamily dwelling (Government Code Section 66323(d)).

17.70.060 - Parking Mandates

- A. Parking requirements for an ADU shall not exceed one (1) parking space per unit or per bedroom, whichever is less.
- B. No parking space shall be required for an ADU if it is:
 1. Located within a one-half mile walking distance of public transit.
 2. Located within an architecturally and historically significant historic district.
 3. Part of the proposed or existing primary residence or an accessory structure.
 4. When on-street parking permits are required but not offered to the occupant of the ADU.
 5. When there is a car share vehicle located within one (1) block of the ADU.
 6. When a permit application for an ADU is submitted with a permit application to create a new single-family dwelling or a new multifamily dwelling on the same lot, provided that the ADU or the parcel satisfies any other criteria listed in Government Code section 66322, subdivision (a)(1)-(5).
 7. ADUs subject to Government Code Section 66323.
- C. When a garage, carport, or covered parking structure is demolished or converted in conjunction with the construction of an ADU, the City shall not require the property owner to replace or re-establish those displaced vehicular parking spaces.

17.70.070 - Fees and Utility Exemptions.

- **A. Impact Fees:** No development impact fees (including traffic, parks, and public facilities) shall be assessed by the City for any ADU under 750 square feet. Development impact fees for units 750 square feet or larger shall be assessed proportionally relative to the square footage of the primary dwelling (Government Code Section 66311.5(a)-(d)).
- **B. School District Fees:** Any ADU or JADU containing five hundred (500) square feet or less of interior livable space shall be completely exempt from school impact fees, in

strict compliance with current state handbook protections (Government Code Section 66311.5(c)).

17.70.080 – Utilities.

- **A. Utility Connections:** The City cannot require ADUs and JADUs that qualify under Government Code Section 66323(a)(1) created from the existing space of a primary dwelling or accessory structure to install a new or separate connection unless the ADU or JADU is constructed concurrently with a new single-family dwelling. For all other ADUs and JADUs not created pursuant to Government Code Section 66323(a)(1), a new or separate connection directly from the utility to the ADU or JADU may be required (Government Code Section 66311.5(d)(e)).
- **B. Utility Fees:** Consistent with Government Code Section 66013, a utility connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed ADU. This fee or charge shall not exceed the reasonable cost of providing this service.

SECTION 2: SEVERABILITY

If any section, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Chapter.

SECTION 3: SUBMISSION TO STATE HCD

The City Clerk is hereby directed to submit a clean copy of this adopted ordinance to the [California Department of Housing and Community Development \(HCD\)](#) within sixty (60) days of passage to finalize the City's statutory compliance file.

Exhibit 2

State HCD Technical Assistance Letter 2024

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

651 Bannan Street, Suite 400
Sacramento, CA 95811
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



August 14, 2024

John Guertin, City Manager
City of Del Rey Oaks
650 Canyon Del Rey Blvd.
Del Rey Oaks, CA 93940

Dear John Guertin:

**RE: Review of City of Del Rey Oak's Accessory Dwelling Unit (ADU) Ordinance
under State ADU Law (Gov. Code, §§ 66310 – 66342)**

Please Note: As of March 25, 2024, with the Chaptering of Senate Bill (SB) 477 (Chapter 7, Statutes of 2024), the sections of Government Code relevant to State ADU and junior accessory dwelling unit (JADU) Law have been re-numbered (Enclosure 1).

Thank you for submitting the City Del Rey Oak's (City) ADU Ordinance No. 308 (Ordinance), adopted October 26, 2021, to the California Department of Housing and Community Development (HCD). HCD has reviewed the Ordinance and submits these written findings pursuant to Government Code section 66326, subdivision (a). HCD finds that the Ordinance does not comply with State ADU and JADU Laws in the manner noted below. Under section 66326, subdivision (b)(1), the City has up to 30 days to respond to these findings. Accordingly, the City must provide a written response to these findings no later than September 13, 2024.

The Ordinance addresses many statutory requirements; however, HCD finds that the Ordinance does not comply with State ADU Law in the following respects:

1. *Statutory Numbering* - The Ordinance contains several references to code sections that were deleted by SB 477, effective March 25, 2024. These include Government Code sections 65852.2, 65852.22 and 65852.26. The contents of these sections were relocated to Government Code, Title 7, Division 1, Chapter 13 (sections 66310-66342, see Enclosure). The City must amend the Ordinance to refer to the correct code sections.
2. Sections 17.70.020, 17.70.40(A) 17.70.050 (B)(3) - *Definitions & General JADU Requirements* - The Ordinance defines a Junior Accessory Dwelling Unit (JADU) as, "a unit...contained entirely within a single-family residence..." However, this definition omits reference to the conditions required in Government Code 66333, subdivision (d): "For purposes of this subdivision,

enclosed uses within the residence, such as attached garages, are considered a part of the proposed or existing single-family residence.” The City must amend the Ordinance to note the allowance.

Additionally, Government Code section 66333, subdivision (e) states, “If a permitted junior accessory dwelling unit does not include a separate bathroom, the permitted junior accessory dwelling unit shall include a separate entrance from the main entrance to the structure, with an interior entry to the main living area.” This requirement does not appear in the Ordinance, which must be amended accordingly.

3. Section 17.70.030 - *Denial* - The Ordinance states that the City shall “approve or deny [an] application within 60 days of receipt of the application...” However, there is no reference to the requirements stated in Government Code section 66317, subdivision (b): “If a permitting agency denies an application for an accessory dwelling unit or junior accessory dwelling unit pursuant to subdivision (a), the permitting agency shall, within the time period described in subdivision (a), return in writing a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied by the applicant.” The City must amend the Ordinance accordingly.
4. Section 17.70.40(B) - *General ADU and JADU Requirements* - The Ordinance states that, “ADUs and JADUs may not be sold separately from the primary dwelling.” However, Government Code section 66341 creates a narrow exception to allow separate conveyance of an ADU to a qualified buyer if the property was built or developed by a qualified nonprofit corporation, among other things. The City must amend the Ordinance to comply with State ADU Law.
5. Section 17.70.040 (C) - *JADU Terms* - The Ordinance states, “ADUs and JADUs shall not be rented for a period of less than thirty (30) days.” However, Government Code section 66333 does not require rental term minimums for JADUs and therefore such a requirement would be inconsistent with State JADU Law. The City must amend the Ordinance accordingly.
6. Section 17.70.050 (A)(1) - *Design Standards* - The Ordinance states, “ADUs are subject to the same requirements that apply to primary dwellings on the same lot in the applicable zoning district except as specified in this section.” However, Government Code section 66315 states, “Section 66314 establishes the maximum standards that a local agency shall use to evaluate a proposed accessory dwelling unit on a lot that includes a proposed or existing single-family dwelling. No additional standards, other than those provided in Section 66314, shall be used or imposed, including an owner-occupant requirement, except that a local agency may require that the property may be used for rentals of terms 30 days or longer.”

Additionally, Government Code section 66321, subdivision (b)(3) prohibits, "Any requirement for a zoning clearance or separate zoning review or any other minimum or maximum size for an accessory dwelling unit, size based upon a percentage of the proposed or existing primary dwelling, or limits on lot coverage, floor area ratio, open space, front setbacks, and minimum lot size, for either attached or detached dwellings that does not permit at least an 800 square foot accessory dwelling unit with four-foot side and rear yard setbacks to be constructed in compliance with all other local development standards."

Lastly, local development standards may not preclude the development of any unit subject to Government Code section 66323. The City must amend the Ordinance to note these exceptions.

7. Section 17.70.050 (C) (1) and (2) - *Height* - The Ordinance states, "1. A single-story attached or detached ADU may not exceed 16 feet in height above grade, measured to the peak of the structure." and "2. A second story or two-story attached ADU addition may be permitted subject to an architectural permit and may not exceed the height of the zoning district. The minimum allowed height shall be 16 feet." However, Government Code section 66321, subdivision (b)(4) states that "Notwithstanding subdivision (a), a local agency shall not establish by ordinance any of the following...(4) Any height limitation that does not allow at least the following, as applicable..." The applicable height limits are 16, 18, 20 or 25 feet. Therefore, the City must amend the minimum height requirements in the Ordinance to comply with State ADU Law. Additionally, the City should align height measurement with the definitions stated in the California Building Code.
8. Section 17.70.050 (C)(2) - *Architectural Permit* - The Ordinance states, "A second story or two-story attached ADU addition may be permitted subject to an architectural permit..." However, pursuant to Government Code section 65852.2, subdivision (a)(3)(A), "A permit application for an accessory dwelling unit or a junior accessory dwelling unit shall be considered and approved ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits." The Ordinance should only require ministerial provisions for the approval of accessory dwelling units. The City must amend their Ordinance to comply with State ADU Law.
9. Section 17.70.50 (F)(6) - *Parking* - The Ordinance states that, "No on-site parking is required for an ADU in the following cases..." It then describes conditions that match Government Code section 66322, subdivision (a)(1) through (a)(4) but omits reference to the conditions of (a)(5) and (a)(6). Therefore, the City must amend the Ordinance to add the additional parking exceptions.

10. Section 17.70.50 (G)(2) - *Sprinklers* - The Ordinance states, “The installation of fire sprinklers shall not be required in an ADU if sprinklers are not required for the primary residence.” However, Government Code sections 66314, subdivision (d)(12) and 66323, subdivision (c) expand on this to require that “The construction of an accessory dwelling unit shall not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.” Therefore, the City must amend the Ordinance to note the allowance.

Please note that the City has two options in response to this letter¹. The City can either amend the Ordinance to comply with State ADU Law² or adopt the Ordinance without changes and include findings in its resolution adopting the Ordinance that explain the reasons the City believes that the Ordinance complies with State ADU Law despite HCD’s findings³. If the City fails to take either course of action and bring the Ordinance into compliance with State ADU Law, HCD must notify the City and may notify the California Office of the Attorney General that the City is in violation of State ADU Law⁴.

HCD appreciates the City of Del Rey Oaks’ efforts in the preparation and adoption of the Ordinance and welcomes the opportunity to assist the City in fully complying with State ADU Law. Please feel free to contact Mike Van Gorder at mike.vangorder@hcd.ca.gov if you have any questions.

Sincerely,



Jamie Candelaria
Senior Housing Accountability Unit Manager
Housing Policy Development Division

¹ Gov. Code, § 66326, subd. (c)(1).

² Gov. Code, § 66326, subd. (b)(2)(A).

³ Gov. Code, § 66326, subd. (b)(2)(B).

⁴ Gov. Code, § 66326, subd. (c)(1).

New Government Code Sections	Previous Government Code Sections
Article 1. General Provisions	
66310	65852.150 (a)
66311	65852.150 (b)
66312	65852.150 (c)
66313	General Definition Section 65852.2 (j) 65852.22 (j)
Article 2. Accessory Dwelling Unit Approvals	
66314	65852.2(a)(1)(A), (D)(i)-(xii), (a)(4)-(5)
66315	65852.2 (a)(8)
66316	65852.2 (a)(6)
66317	65852.2 (a)(3), (a)(7)
66318	65852.2 (a)(9), 65852.2 (a)(2)
66319	65852.2 (a)(10)
66320	65852.2 (b)
66321	65852.2 (c)
66322	65852.2 (d)
66323	65852.2 (e)
66324	65852.2 (f)
66325	65852.2 (g)
66326	65852.2 (h)
66327	65852.2 (i)
66328	65852.2 (k)
66329	65852.2 (l)
66330	65852.2 (m)
66331	65852.2 (n)
66332	65852.23.
Article 3. Junior Accessory Dwelling Units	
66333	65852.22 (a)
66334	65852.22 (b)
66335	65852.22 (c)
66336	65852.22 (d)
66337	65852.22 (e)
66338	65852.22 (f)-(g)
66339	65852.22 (h)
Article 4. Accessory Dwelling Unit Sales	
66340	65852.26 (b)
66341	65852.26 (a)
66342	65852.2 (a)(10)

Exhibit 3

State HCD Technical Assistance Letter 2026

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

651 Bannan Street, Suite 400
Sacramento, CA 95811
(916) 263-2911 / FAX (916) 263-7453
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February 27, 2026

John Guertin
Planning Department Contact
City of Del Rey Oaks
650 Canyon Del Rey Blvd.
Del Rey Oaks, CA 93940

Dear John Guertin:

**RE: City of Del Rey Oaks – Accessory Dwelling Unit (ADU) Ordinance Updates –
Letter of Technical Assistance**

The most recent ADU ordinance on file for the City of Del Rey Oaks with the California Department of Housing and Community Development (HCD) is from 2021. Given the numerous changes to State ADU Law since the adoption of the ordinance, the ordinance may be outdated and out of compliance with State ADU Law. If HCD's records are incorrect, and a new ordinance has been adopted, please submit it to the [ADU Portal](#) for HCD's review.

Below are the changes to State ADU Law that have occurred in recent years and may warrant an update to the City of Del Rey Oaks ADU ordinance:

Updates to the [ADU Handbook \(2025\)](#)

- Clarifies that ADU Law prohibits deed restrictions on ADUs. A deed restriction would be an "additional standard" and thus cannot be imposed on ADUs (Gov. Code, § 66315).
- Clarifies that homeowners' associations (HOAs), as a third party, cannot influence the approval of an application to create an ADU. Third party reviews by an HOA or their representatives or agents would violate State ADU Law. (Gov. Code, § 66315.) No other local ordinances, policies, or regulations may be applied in the approval or denial of an ADU or junior ADU (JADU) permit application (Gov. Code, § 66317, subd. (c)).
- Clarifies that a local agency may not require parking as a condition to permitting a JADU, even when the JADU is converted from an attached garage (Gov. Code, § 66334, subd. (a)).

Changes to ADU Law in 2025:

- Specifies that if a JADU has shared sanitation facilities with the primary structure, owner-occupancy will be required. If the JADU does *not* have shared sanitation facilities, owner-occupancy will *not* be required (Gov. Code, § 66333, subd. (b)).
- Requires rental terms for JADUs for terms longer than 30 days (Gov. Code, § 66333, subd. (g)).
- Specifies that if a local agency fails to submit an adopted ADU ordinance to HCD within the 60-day timeline or fails to respond to HCD's findings regarding their ordinance within the 30-day timeline, that ordinance is null and void and the local agency must only apply State ADU Law when permitting ADUs (Gov. Code, § 66326, subd. (d)).
- Revises the definition of a "junior accessory dwelling unit" to require the size of a JADU to be no more than 500 square feet of interior livable space (Gov. Code, § 66313, subd. (d)).
- Revises the limitations on impact fees to, instead, prohibit impact fees upon the development of an ADU that has 750 square feet of interior livable space or less or a JADU that has 500 square feet of interior livable space or less, and to require that any impact fee on an ADU that has more than 750 square feet of interior livable space be charged proportionately in relation to the square footage of the primary dwelling unit (Gov. Code, § 66311.5, subds. (a) – (d)).
- Requires a permitting agency to determine whether an application for an ADU or JADU is complete and provide written notice of the determination not later than 15 business days after the permitting agency received the application (Gov. Code, § 66317, subd. (a)(2)(A)).
- Requires the permitting agency to provide the applicant with a list of incomplete items and a description of how the application can be made complete in the written notice and authorizes the applicant to cure and address the application, as specified, if it is determined that an application is incomplete (Gov. Code, § 66317, subd. (a)(2)(B)).
- Requires the permitting agency to provide a process for the applicant to appeal a denied application, as provided, and requires the permitting agency to provide a final written determination by not later than 60 business days after receipt of the written appeal if a permit application is determined to be incomplete or is denied (Gov. Code, § 66317, subd. (d)(1)).
- Specifies that an ADU or JADU that contains less than 500 square feet of interior livable space does not increase assessable space.
- Revises size limitations to be based on the square footage of interior living space of the ADU (Gov. Code, § 66321, subds. (b)(2)(A), (b)(2)(B), and (b)(3)).

- Specifies the number of allowable ADUs per lot with a proposed or existing single-family dwelling (Gov. Code, § 66323, subd. (a)).
- Clarifies that fire sprinklers are not required for a JADU if the primary residence does not have fire sprinklers and that the addition of a JADU cannot trigger the requirement for fire sprinklers (Gov. Code, § 66323, subd. (d)).
- Adds section 66333.5, which specifies that if a local agency fails to submit an adopted JADU ordinance to HCD within the 60-day timeline or fails to respond to HCD's findings regarding their ordinance within the 30-day timeline, that ordinance is null and void and the local agency must only apply State ADU Law when processing applications for ADUs.
- Requires a local agency to issue a certificate of occupancy for an ADU constructed in a county that is subject to a proclamation of a state of emergency made by the Governor on or after February 1, 2025, even if the primary dwelling has not yet been issued a certificate of occupancy, if certain requirements are met, including that the primary dwelling was substantially damaged or destroyed by an event referenced in the state of emergency proclamation (Gov. Code, § 66328).
- Creates an exception to areas that fall under the California Coastal Act by requiring a local government or the Coastal Commission, as specified, to either approve or deny a coastal development permit application for an ADU within 60 days of receiving a completed application (Gov. Code, § 66329, subd. (a).)
- Specifies that no reimbursement is required for school service charges, fees, or assessments sufficient to pay for the program or level of service within the meaning of Government Code section 17556 (Gov. Code, § 66329).
- Specifies that reasonable restrictions in covenants, restrictions, and conditions, as described in the Civil Code, shall not include any fees or other financial requirements (Civil Code, § 714.3, subd. (b)).

Changes to ADU Law in 2024:

- SB 477 (Chapter 7, Statutes of 2024) made changes to the numbering of the sections of the Government Code for State ADU and JADU Laws.
- Prohibits a local agency from denying a permit for an unpermitted ADU or JADU that was constructed before January 1, 2020, for building code violations, unless the local agency makes a finding that correcting the violation is necessary to comply with conditions that would otherwise deem a building substandard (Gov. Code, § 66332, subds. (a)-(c)).
- Defines "livable space" as a space in a dwelling intended for human habitation, as the term appears in Government Code sections 66313, subdivision (e), and 66323, subdivision (a)(3)(A).

- Provides that uncovered, off-street parking spaces demolished in conjunction with the construction of an ADU do not need to be replaced (Gov. Code, § 66314, subd. (d)(11)).
- Changes the allowable number of detached ADUs on a lot with an existing multifamily dwelling to eight detached ADUs, provided that the number of ADUs does not exceed the number of existing units on the lot (Gov. Code, § 66323, subd. (a)(4)(A)(ii)).
- Prohibits a local agency from imposing any objective development standards on 66323 Units that are not authorized by the provisions of Government Code section 66323, subdivision (a) (Gov. Code, § 66323, subd. (b)).

Changes to ADU Law in 2023:

- Sunsets a former prohibition on a local agency imposing an owner occupancy requirement on any ADU and instead prohibits a local agency from requiring owner occupancy for an ADU (Gov. Code, § 66315).
- Allows a local agency to adopt a local ordinance to allow the separate conveyance of the primary dwelling unit and ADU(s) as condominiums, subject to certain conditions (Gov. Code, §§ 66340-66342).

If an existing ADU ordinance fails to meet the requirements of State ADU Law, the ordinance is “null and void” and the local jurisdiction must apply the standards set forth in State ADU Law until it adopts an ordinance that complies with state law (Gov. Code, § 66316). HCD recommends that a local jurisdiction with a noncompliant ADU ordinance repeal the ordinance to provide clarity for ADU applicants who may otherwise rely on the outdated ordinance.

HCD requests a response by March 29, 2026 with either (1) a description of how the ADU ordinance continues to comply with State ADU Law despite the changes to the law, or (2) a plan and timeline to either repeal the current ordinance or adopt an amended, compliant ordinance and submit it to HCD for review.

If you have any questions or need additional information, please contact Mike VanGorder at Mike.VanGorder@hcd.ca.gov.

Sincerely,



Jamie Candelaria
Section Chief, ADU Policy
Housing Accountability Unit

Mayor Donaldson Report

Below is a summary of board meetings I attended:

Transportation Agency for Monterey County (TAMC)

June 24, 2026



TAMC Board Receives Update on the Scenic Route 68 Corridor Improvement Project

The Transportation Agency for Monterey County (TAMC) Board of Directors received an update on the Scenic State Route 68 Adaptive Traffic Signal Control pilot project and preliminary results analyzing the effectiveness of the proposed Phase 1 roundabouts project.

Phase I of the Scenic Route 68 Corridor Improvement Project would install roundabouts on State Route 68 at the intersections of San Benancio Road, Coral de Tierra, and Laureles Grade. The project includes new wildlife crossings beneath the highway and avoids adding mainline lanes. An independent assessment of the project is being conducted to compare project costs and expected benefits to determine the economic viability of this project. The recently installed adaptive signal project is now the baseline for this analysis.

An evaluation of the Phase I roundabout project has been completed using updated traffic data and conditions reflecting the implementation of adaptive signal operations as the baseline. The analysis confirms that the Phase I roundabout project is expected to improve safety and traffic operations along the corridor. Based on this evaluation, the proposed roundabouts at San Benancio Road, Corral de Tierra Road, and Laureles Grade are projected to reduce the potential for serious injury and fatal collisions by simplifying intersection movements and lowering travel speeds.

These results indicate that while adaptive signal operations have provided measurable operational benefits, the Phase I roundabouts are expected to further improve safety outcomes and improve traffic throughput during peak periods. The higher traffic throughput expected from the hybrid roundabout design will shorten queues and reduce the peak period duration (i.e., congested conditions will occur for a shorter period of time).

Caltrans is the lead agency in charge of the Phase 1 roundabouts project design and is considering co-sponsoring with TAMC an upcoming Senate Bill 1 (SB1) grant application. The Benefit-Cost Analysis comparing Adaptive Signals versus the Phase 1 roundabouts project and recommendations for next steps will be included in TAMC's August agenda.

Combined, the design, right-of-way, and construction phases of the Phase I Scenic Route 68 Project are projected at \$98.6 million. In March 2025, TAMC approved \$1.2 million of Measure X funds towards a five-year pilot project to install Adaptive Traffic Signal Controls at nine intersections on State Route 68 between Toro Park and Highway 1.

The goal of the Scenic State Route 68 Corridor Improvement Project is to improve safety and traffic flow between Monterey and Salinas while preserving the corridor's environmentally sensitive setting.

TAMC Board Adopts Resolution to Support Pilot Rail Service Connecting Los Angeles and the San Francisco Bay Area for the 2028 Olympics

As a member of the Coast Rail Coordinating Council, which advocates for improved passenger rail along the Central Coast rail corridor between San Jose and Los Angeles, TAMC's Board of Directors adopted a resolution in support of a proposed passenger rail pilot service connecting Los Angeles and the San Francisco Bay Area for the 2028 Olympics.

The pilot service is intended to leverage legislative interest in the Olympics to demonstrate the value of new passenger rail service in the Central Coast Rail Corridor and complement the Monterey County Rail Extension and planned expansion of service to San Luis Obispo from the north.

TAMC's Rail Policy Committee discussed the Olympic passenger rail pilot service proposal at its June 1, 2026, meeting and recommended that the Board of Directors approve a resolution supporting implementation of this service, which is consistent with TAMC's ongoing support for the Monterey County Rail Extension and implementation of new passenger rail service options and transit connections to communities across the County.

TAMC Board Adopts 2026 Regional Transportation Plan

The TAMC Board of Directors adopted the 2026 Regional Transportation Plan during their meeting. TAMC adopts a Regional Transportation Plan every four years to provide a basis for allocating state and federal funding to transportation projects in Monterey County. The 2026 Plan reflects changes in revenue forecasts and updated project lists from the local

jurisdictions. TAMC prepares the plan in coordination with the Association of Monterey Bay Area Governments (AMBAG) to be consistent with the regional Sustainable Communities Strategy.

The Regional Transportation Plan (RTP) includes three main components: 1) A Policy Element communicating goals and measurable objectives for improving the transportation system, 2) a Financial Element that includes a forecast of revenues over the life of the plan, and 3) an Action Element that includes a list of projects to be funded within the capacity of the funding forecast, which meet the goals and objectives identified in the document. The RTP does not approve any specific project but does review the environmental impacts of all proposed projects at a "program level."

The Regional Transportation Plan serves as Monterey County's long-range vision for a safe, efficient, and sustainable transportation system, guiding priorities over the next several decades. By establishing a coordinated and financially constrained roadmap, the RTP positions local agencies to compete for and secure critical state and federal funding, ensuring that regional and local projects can move forward. This plan not only aligns transportation investments with community goals but also provides the foundation for delivering improvements that support economic vitality, environmental sustainability, and quality of life for residents throughout the county.

There was no TAMC Board Meeting in July.

Monterey One Water (M1W)

June 29, 2026

Public Hearings:

- **Delinquent Charges and Lien Process**

Adopted a resolution declaring liens against real property for delinquent sewer user charges

- **Five-year Wastewater Rate Schedule Approved**

Following the Proposition 218 Public Hearing, the Board adopted the maximum allowable wastewater service user fee schedule for Fiscal Years 2026-27 through 2030-31, pursuant to California Proposition 218, with Fiscal Year 2026-27 rates taking effect July 1, 2026

FY 2026-27: Residential Rates \$57.27 (6.1%)

Board Actions:**Fiscal Year 2026-27 Operating and Capital Budget and Wastewater Rates**

- Action: Approved through resolution

NEW Residential Low Use Variance Program Established

- Action: Approved through resolution to establish the new Program and policy, and authorize the program for 2026-27, effective July 1, 2026

Reauthorization of Residential Low-Income Customer Assistance Program

- Action: Approved through a resolution
Adopted Policy No.002 administering the Program and Approving the Program for Fiscal Year 2026-27, effective July 1, 2026
- Approved Blanket/Open Purchase Orders to Vendors over \$135,000 or more for Fiscal Year 2026/27
- Adopted Resolution No. 2026-10, Establishing Salary Classifications and Ranges for General Employees' Bargaining Group for FY 2026-27
- Adopted a Resolution Establishing Salary Classifications and Ranges for Management Employees' Bargaining Group and Executive Staff for FY 2026-27
- Adopted a Resolution Establishing Salary Classifications and Ranges for Mid-Management Employees' Bargaining Group, Confidential and Limited-Term Employees for FY 2026-27
- Adopted a Resolution Establishing Salary Classifications and Ranges for Operations Employees' Bargaining Group for FY 2026/27
- Adopted a Resolution Establishing Salary Classifications and Ranges for Mid-Management Employees' Bargaining Group, Confidential and Limited-Term Employees for FY 2026-27
- Adopted a Resolution Establishing Salary Classifications and Ranges for Operations Employees' Bargaining Group for FY 2026/27
- Approved a Five-Year Memorandum of Understanding with the City of Monterey for Services Related to the Preparation of the City's Annual Report Required for the Collection of the City's Sewer Service Fee on the Monterey County Tax Roll

- Approved a Memorandum of Understanding with Castroville Community Services District for Services Related to the Preparation of the District's Annual Report Required for the Collection of the District's Sewer Service Fee on the Monterey County Tax Roll
- Adopted a Resolution Approving an Amendment to the Capital Asset Policy to Better Reflect Best Practices, and incorporate Current Accounting Standards
- Approved a First Amendment for Biosolids Hauling and Disposal Services with Synagro West, LLC in the Not-To-Exceed Amount of \$1,300,000
- Approved a First Amendment for Bird Abatement Services for the Regional Treatment Plant (RTP) to All American Avian Abatement in the Amount Not to Exceed \$107,100.84
- Approved Second Renewal of the Professional Services Agreement with TM Process & Controls, Inc. for 1-year (52 weeks) of SCADA/PLC Support in the Not-To-Exceed Amount of \$367,988.00
- Approved Change Order No. 1 for Public Education and Outreach Services for the Monterey Regional Stormwater Management Program with Environmental Innovations in the Not-to-Exceed Amount of \$159,105

July 27, 2026

Board Actions:

Capital Improvement:

- Approved certification for the Final Initial Study/Mitigated Negative Declaration (IS/MND) for the Coral Street Pump Station Electrical Relocation Project
- Awarded a Professional Services Agreement to TJC and Associates, Inc. to Provide Engineering Services for the Coral Street Pump Station Electrical Relocation Project in the Not-to-Exceed Amount of \$991,960

Business Matters:

- Approved a Budget Adjustment for \$400,000 for the Advanced Water Purification Facility Membrane Replacement Project
- Approved the Third Amendment to USP Technologies for the Full-Service Sulfide Control Program for the Collection System and Wastewater Treatment Plant in the amount of \$2,560,605.32
- Approved Change Order No. 1 for Outreach Consultant Services with Bodewell Group, LLC, previously Southwest Strategies LLC, in the amount of \$87,380

Informational Items:

- Community & Legislative Affairs Manager, Rachel Gaudoin, presented the Fiscal Year 2025-2026 Legislative Advocacy report for Quarter 4

Kim Shirley's Council Report for Tuesday, August 25, 2026

Friday, June 19th- ReGen Monterey Board Meeting- As Chair, I began this meeting with an acknowledgement that we were meeting on Juneteenth and that it was a holiday that requires reflection as well as celebration. Next, I also shared that our meeting was being held in memory of two important people who had recently passed—Gary Bales, who was a 52-year member of our board and who we honored by the naming of our board room. The second person was Jay Ramos, who was our former beloved Director of Operations. Needless to say, it was an emotional start to the meeting! In terms of items addressed, we held a required public hearing on our vacancies, approved our final budget, and authorized the purchase of new equipment for our Material Recovery Facility, and a contract for Master Planning that needs to be done for our landfill. We also approved new pay schedules for all of our staffing units.

Tuesday, June 23rd- City Council Meeting- Besides the required vacancies report by Chief Bourquin, our other big item was approving a recommendation for our development team to begin working towards an Exclusive Negotiation Agreement with Shea Homes. I appreciated the work that went into interviewing the developers who responded to our proposal letters, and given the information provided, it seemed very clear that Shea Homes was going to be our best option. It's anticipated that we'll be approving the negotiation agreement in August that will allow Shea Homes to investigate their feasibility for building on our Ft. Ord property. This is just the beginning of a much longer process, so I hope everyone stays engaged and participates in this important project for our city.

Saturday, June 27th- Monterey Peninsula Pride- Thank you to Council Member John Uy for organizing our place in the parade! It was so nice to be surrounded by Del Rey Oaks residents and friends as we danced down the parade route with our sign, bubbles, and music. I deeply wish every day was treated like a Pride event with everyone spreading love and acceptance!!!

Wednesday, July 1st- Seaside Groundwater Basin Watermaster Meeting- There were two main items on today's agenda. The first was approving the contract to update our modeling that needs to be done for our basin. This work will help us better understand the potential risks for seawater intrusion and will provide us with the information needed to complete our Seawater Intrusion Response Plan. It will also integrate into the regional modeling that's being done to better understand the basins connected to the Seaside Basin. The second item was deciding how we were going to assign an amount of water production for a well that lacked a meter at the beginning of the year. After some discussion and clarification, we decided to use the highest amounts for that producer during their last three years of production. This seemed fair while also creating a bit of an

incentive to have a working meter. This decision will help us create a policy that will be brought to our next meeting.

Monday, July 6th- Marina Odors Town Hall- Tonight's meeting was hosted by County Supervisor Wendy Root Askew and Marina Mayor Bruce Delgado and was an opportunity for Marina residents to hear from various agencies and the agricultural industry regarding what they're doing about odors. I attended because ReGen Monterey was one of the presenters and I was curious to hear from the other agencies as well as from the residents. This was a very informative meeting with presenters from the Monterey County Air Resources Board, the County Agricultural Commissioner, ReGen Monterey, M1Water, and Ramco, which is one of the largest berry growers in the nation. I learned something from all of the presenters, and I appreciated the willingness of the Air Resources Board to investigate all odor complaints. It seemed there were more agency representatives there than residents, but the meeting was recorded and will serve as a great resource for anyone who wants to learn more about odors and what our public agencies are doing to diminish odors as they compost or bury our waste and treat our sewage.

Wednesday, July 8th- Watermaster Technical Advisory Committee Meeting- Today's meeting was fairly quick. We received an update on the well that needs to be destroyed on the new eco resort that will be built in Sand City. The owner is working with the County Environmental Health to destroy the well and install a new one. For this item, Jon Lear from the Water Management District also gave us an update on the monitoring well that's also on this property, which will be moved to a location that is easily accessible, yet very near the old well. The well will be upgraded so that we can not only sample water but also continue to do our induction logging.

The main item of discussion today was reviewing the draft 2027 Monitoring and Management Program. Many of the items didn't have updated price tags, so that will be reviewed at our next meeting, but the TAC was pleased with the items that were included in the program, several of which are new items that may need to be completed after we update our basin modeling at the end of this year.

Monday, July 13th- Monterey-Salinas Transit Board Meeting- Please see the MST board highlights in our agenda packet.

Monday, July 13th- Regional Taxi Authority Meeting- Please see the Regional Taxi Authority board highlights in our agenda packet.

Friday, July 31st- Meeting with Police Chief Bourquin and City Manager Guertin- I initiated a meeting with Police Chief Bourquin and City Manager Guertin to ask questions about the recent ICE (U.S. Immigration and Customs Enforcement) activity at the Monterey Airport. I was grateful they were willing to sit down to talk with me, as I was curious about the incident and was interested to know how the city would respond to future calls from

ICE. Although the Police Chief was notified before ICE agents made their arrest at the Airport, legally he was not allowed to share this information with anyone outside of law enforcement. He told me that our police officers were going about their jobs that day and did not witness the arrest. He was only allowed to share this information with the airport and others after the arrest occurred. Chief Bourquin did share that if this were to occur in the future, he'd more quickly inform the public when it was appropriate. ICE is not required to notify our police department when they will be at the airport, so we can only hope they will continue notifying them in the future.

Wednesday, August 5th- ReGen Monterey Finance Committee Meeting- Our meeting this morning was mostly an update on potential revenue opportunities as well as power generation agreements. It's interesting to think about the value of our landfill space, something that is of high value now, which will ideally decrease in value as we move towards the future with improvements in both policy and advancements in technology rendering our landfill space obsolete (one can dream, right?). So with our established guidelines of allowing outside contracts for trash disposal as long as we have over 75 years of space available, we talked about the opportunities and our willingness to seek out agreements that can bring needed revenue for future capital projects, infrastructure maintenance, and the ability to fill in for other sunseting regional contracts. Our landfill has the longest life in comparison to other nearby landfills, so as regional landfills close, we will find ourselves in a good position to negotiate these contracts.

We also talked about our current power generation agreement with 3CE, as well as our upcoming agreement to provide power to M1W. As a reminder, staff is also working on our master plan that will determine how we best move forward with our landfill gas utilization. In the meantime, we're still having issues with downtime for our engines, which are taking our landfill gas and converting it to electricity. Turns out the gas is too "dirty," with water and sand collecting in the engines—not good for smooth-running engines. We talked about what we'll need to do to clean up the gas to improve those run times. Additionally, we talked about the M1W power agreement that's been in the works for years now, and how we may have to update it. For now, it looks like we'll be terminating the existing agreement and entering into another agreement with terms that reflect our current needs and potentially new direction for our landfill gas.

Wednesday, August 5th- State of the City Address by Mayor Donaldson- Thank you to Mayor Donaldson and City Manager Guertin for their presentation on the State of the City. I was happy to see it so well attended

Monday, August 10th- Press Conference with Congressman Jimmy Panetta and Monterey Bay Aquarium CEO Dr. Jenny Gray on Offshore Oil/Gas Drilling- I was honored to join our local leaders as they spoke about the efforts towards protecting our coast from the Trump Administration's actions to begin drilling in our Sanctuary. The press conference included Monterey Mayor Tyller Williamson, County Supervisor Kate Daniels,

Executive Director of Save Our Shores Katie Thompson, and Janine Chicourrat, the Managing Director of the Portola Hotel. Many other local elected officials (Council Member John Uy!) were there, and it was a great opportunity to show our unified front to this potential travesty, which would affect not only our natural environment, but also our economy, which depends so much on a healthy coastal ecosystem. I'd like to see our city council join with other peninsula cities to show a unified front to push back against this threat by joining the Outer Continental Shelf–Save My Coast Coalition. If you'd like to see this, too, please reach out to the council.

Wednesday, August 12th- Seaside Groundwater Basin Watermaster Technical Advisory Committee- In today's meeting, we continued to talk about the progress towards installing a new well that could be used for water testing near the sentinel well #4, which has been showing a change in the induction logging that may indicate seawater intrusion. We learned that environmental analysis will need to be done before the installation, so this will likely take longer than we first hoped. The Monterey Peninsula Water Management District is taking the lead on this project. They're also working on installing additional monitoring wells within the basin, so this project will be wrapped in the larger well installation project.

We also received an update on Cal Am's desalination project. They have already begun clearing and grading the land where the facility will be built and plan on beginning heavy construction in the Fall. They anticipate meeting all of their coastal permit conditions for the project by Spring 2027, then drilling the slant wells in October 2027, and finally commissioning the project by December 2029.

The rest of the meeting was focused on approving the Monitoring and Management Program (M&MP) for 2027, along with the Operations and Capital Budgets for the M&MP. We also approved Requests for Services (RFSs) for our main consultants who will be working within the M&MP in 2027.

**Council Report from Councilmember John Uy
August 25, 2026 Meeting**

I. Council Report: Regular Meeting of the DRO City Council on June 23, 2026



Dear Del Rey Oaks Neighbors,

On Tuesday, June 23, I participated in our regular Del Rey Oaks City Council meeting. It was an especially important meeting because many of the decisions before us were not simply about running City Hall for another year—they were about the **long-term financial health, services, growth, and future character of Del Rey Oaks.**

For me, the question behind each item was simple: **What does this mean for the people who live here?**

Keeping Our City Financially Responsible

One of the most important items was the **Fiscal Year 2026–27 City budget.** The economic outlook remains challenging, particularly for a small city like ours with limited revenue sources. The budget was prepared conservatively while continuing to prioritize essential municipal services, infrastructure maintenance, and public safety. Sales tax accounts for approximately 23% of City revenue, which means even relatively small changes in consumer spending can significantly affect our finances.

What matters to residents is that we continue providing the services you depend on without spending beyond our means. Del Rey Oaks does not have the same financial flexibility as a large city, so thoughtful budgeting, healthy reserves, and long-term planning are especially important.

At the same time, **cutting expenses year after year is not a long-term strategy.** We need to continue looking for responsible ways to diversify City revenues so that the cost of maintaining quality services does not increasingly fall on our residents.

That connection between today's budget and tomorrow's economic development became particularly clear during another major discussion of the evening.

Former Fort Ord Property: An Important Step Toward Del Rey Oaks' Future

Perhaps the most consequential discussion involved the City's approximately **235 acres of former Fort Ord property** and the proposed selection of **Shea Homes** as the City's development partner for purposes of negotiating an Exclusive Negotiating Agreement.

This property represents one of the greatest opportunities—and responsibilities—Del Rey Oaks will face in the coming years.

Thoughtfully developed, it has the potential to bring new housing opportunities, commercial and employment-generating uses, public amenities and open space, and, importantly, a stronger and more diversified tax base for our City.

After evaluating three qualified development teams through written submissions, interviews, follow-up discussions, and reference checks, City staff concluded that Shea Homes presented the strongest overall combination of financial capacity, development experience, knowledge of former Fort Ord, infrastructure expertise, and ability to work collaboratively with a public agency.

I believe residents should understand an important distinction: **negotiating with a developer is not the same thing as approving a development project.** The proposed Exclusive Negotiating Agreement would establish a process for exploring what may be feasible and negotiating potential business terms. Any future development proposal would still require its own public process, environmental review, and subsequent City consideration.

For me, this distinction matters enormously.

Development of this property should not simply be about how many buildings can be constructed. It should be about creating lasting value for Del Rey Oaks. We need to ask what kind of community we want there, how development will affect traffic and infrastructure, how water and environmental constraints will be addressed, what public amenities can be provided, and—critically—whether the development generates enough revenue to pay for the municipal services it will require.

Growth should help strengthen Del Rey Oaks, not create a future financial burden for the people who already live here.

As this process moves forward, I will continue advocating for transparency, meaningful community participation, environmental responsibility, fiscal sustainability, and protection of the character that makes Del Rey Oaks special.

Recognizing That City Services Depend on People

The Council also considered the City's first annual staffing-vacancy report required under **AB 2561**. The new state law requires local governments to publicly discuss vacancies as well as their recruitment and retention efforts.

This may sound like an administrative requirement, but it has a very practical connection to residents.

When a small city has an unfilled position, there are fewer people available to answer calls, process permits, maintain infrastructure, provide public safety, prepare reports, administer grants, and perform all the other work residents expect from their local government. Our proposed staffing plan contains only 15 positions Citywide, with one authorized police officer position identified as unfilled.

That is why recruitment and retention matter. In a city our size, every employee makes a difference.

Maintaining Open and Accountable Government

The meeting also included routine but important good-government responsibilities, including preparations for the **November 3, 2026 General Municipal Election** and the City's periodic review of its Conflict of Interest Code. These processes help protect transparency, accountability, and public confidence in local government.

These may not be the issues that generate the most attention, but good government often depends on precisely this kind of work—clear rules, public disclosure, fair elections, careful financial management, and decisions made openly.

Looking Ahead

What struck me most about this meeting was how closely our **day-to-day decisions are connected to the long-term future of Del Rey Oaks**.

Our budget determines whether we can continue delivering the services residents expect. Our staffing determines whether we have the people necessary to deliver them. Our economic development decisions determine whether future City revenues will be strong enough to sustain those services. And decisions involving the former Fort Ord property could influence the financial health and physical character of Del Rey Oaks for generations.

That is why I believe we must think beyond the next budget year or the next Council meeting.

We have an opportunity to build a future in which Del Rey Oaks remains **safe, financially sustainable, environmentally responsible, welcoming, and unmistakably the small community**

we love—while creating a stronger economic foundation for those who will call this city home long after us.

I remain grateful to our City staff, my fellow Councilmembers, and especially the residents who continue to participate, ask questions, and care deeply about our community.

Del Rey Oaks may be a small city, but the decisions we make today can have a very big impact on tomorrow. I will continue working to make sure your voice, your quality of life, and the long-term interests of our community remain at the center of those decisions.

II. Council Report: Regular Meeting of the Seaside County Sanitation District (SCSD) Board of Directors – August 11, 2026



Dear Del Rey Oaks neighbors,

The regularly scheduled Seaside County Sanitation District (SCSD) Board meeting on August 11, 2026, was canceled, so there were no Board actions or new District business to report for that meeting. The next meeting will be on September 8, 2026.

While sanitation meetings often take place quietly in the background, the work of the District directly affects something every household and business depends on every day: a safe, reliable sewer system. As Del Rey Oaks' representative, I continue to keep an eye on District operations, infrastructure planning, costs, and decisions that may affect our residents and ratepayers.

Sometimes, the best news from our infrastructure agencies is simply that the systems we rely on continue working as they should. I will continue representing Del Rey Oaks at future SCSD meetings and will keep our community informed when matters arise that directly affect our neighborhoods, services, or costs.

III. Council Report: AMBAG Board of Directors Meeting – August 12, 2026

Dear Del Rey Oaks Neighbors,

On Wednesday, August 12, I attended the **Association of Monterey Bay Area Governments (AMBAG) Board of Directors meeting** as Del Rey Oaks' representative. AMBAG brings together cities and counties throughout Monterey, San Benito, and Santa Cruz Counties to work on issues that do not stop at city boundaries—especially transportation, sustainability, climate resilience, regional planning, and access to state and federal funding.



For a small city like Del Rey Oaks, having a voice in these regional conversations is important. Many of the roads we drive, transit systems we use, environmental challenges we face, and funding opportunities available to us are regional in nature. **Our city may be small, but our residents should still have a seat at the table when decisions affecting the Monterey Bay region are being shaped.**

Turning Long-Range Transportation Plans into Real Projects

The most significant discussion for residents was the **Draft Monterey Bay Metropolitan Transportation Improvement Program (MTIP) for Federal Fiscal Years 2026–27 through 2029–30.**

The name sounds technical, but the idea is straightforward: the MTIP identifies transportation projects expected to receive federal, state, or local funding during the next four years. It includes investments in **roads, highways, bridges, public transit, bicycle infrastructure, and pedestrian projects** throughout Monterey, San Benito, and Santa Cruz Counties.

The proposed program represents approximately **\$1.52 billion in transportation investments across 103 projects** throughout the three-county Monterey Bay region.

That does not mean \$1.52 billion is coming directly to Del Rey Oaks. Rather, it represents the broader regional transportation network that our residents depend upon every day.

Why does this matter to us?

Most Del Rey Oaks residents do not remain within our city limits all day. We travel to Monterey, Seaside, Marina, Salinas, and elsewhere for work, school, medical appointments, shopping,

recreation, and family activities. A traffic bottleneck, unsafe intersection, unreliable transit connection, or deteriorating roadway somewhere else in the region can still affect the quality of life of someone living in Del Rey Oaks.

I therefore view regional transportation planning through a very local lens: **Will it make it safer, easier, and more reliable for our residents to get where they need to go?**

The August meeting provided the public an opportunity to comment on the Draft MTIP before its anticipated consideration for adoption in September. This public review process is important because transportation plans should not simply be lists of projects created on paper—they should reflect how people actually move through and experience our communities.

Bringing Energy-Efficiency Opportunities Closer to Communities

I also reviewed AMBAG's sustainability work, including implementation of the **Central California Rural Regional Energy Network (CCR REN)**.

The program has a **\$36 million budget** and involves partners working across 14 Central California counties to expand access to energy-efficiency programs, particularly in communities that historically have not participated as fully in these opportunities. AMBAG's recent work has included outreach involving residential energy modeling, energy-efficiency kits, assistance to local jurisdictions and special districts, and programs aimed at small businesses.

For Del Rey Oaks residents, programs like these matter because regional partnerships can bring resources, technical expertise, and funding opportunities that a city of our size would have difficulty developing entirely on its own.

That is one of the greatest advantages of regional cooperation: **Del Rey Oaks can remain proudly small while still benefiting from the resources and expertise of a much larger regional network.**

Preparing EV Infrastructure for the Future

Another sustainability initiative that caught my attention was the **Monterey Bay Electric Vehicle Climate Adaptation and Resiliency Framework**, or EV CAR Framework.

AMBAG and Ecology Action received a **\$750,000 Caltrans Sustainable Transportation Planning Grant** to develop this work. The objective is not simply to install more electric-vehicle chargers. It is to examine whether current and future charging infrastructure can remain reliable as our region experiences climate-related risks and to identify strategies for building a more equitable and resilient charging network. Staff has been developing 12 adaptation measures for the framework.

As transportation technology changes, I believe planning ahead is far better—and ultimately less expensive—than trying to correct problems after infrastructure has already been built.

Competing for Outside Funding Instead of Going It Alone

The Board also considered continued support for the **Monterey Bay Area Regional Climate Project Working Group**.

Since its creation in 2022, this regional partnership has helped develop projects and funding applications that have resulted in **more than \$33 million in successful grant awards**, including work involving EV charging infrastructure and resiliency centers.

AMBAG considered an agreement of up to **\$315,680 with Farallon Strategies** to provide management support for this regional effort. The consultant was selected following a competitive procurement process, and the work is already programmed within AMBAG's FY 2026–27 budget.

What I find especially valuable about this approach is the leverage it can create. Smaller jurisdictions often do not have dedicated teams whose full-time job is pursuing complicated state and federal grants. By collaborating regionally, our communities can compete more effectively for outside dollars that might otherwise go elsewhere.

For me, **regional collaboration makes the most sense when it brings resources back to our communities, avoids unnecessary duplication, and gives taxpayers more value from the dollars already being invested.**

Why AMBAG Matters to Del Rey Oaks

Many AMBAG agenda items can sound distant from everyday life—MTIP, regional modeling, energy networks, resiliency frameworks, clearinghouses, and grant programs.

But behind those acronyms are very practical questions:

How safely can we get to work?

Will transportation funding reach our region?

Can our communities access energy-efficiency programs?

Will future infrastructure withstand changing conditions?

Can small cities successfully compete for state and federal grants?

Those are issues that ultimately affect our household expenses, commute times, public infrastructure, environment, and quality of life.

I remain grateful for the opportunity to represent Del Rey Oaks in these regional discussions. I will continue advocating for decisions that are **fiscally responsible, environmentally thoughtful, transparent, and fair to smaller communities like ours.**

Del Rey Oaks may occupy only a small part of the Monterey Bay region, but **our residents deserve a strong voice in shaping the region we all share—and I will continue making sure that voice is present.**

IV. Council Report: A Personal Note on Public Service and the Next Chapter

Dear Del Rey Oaks Neighbors,

With the August 7, 2026 filing deadline for local office now behind us, I want to share something personal with our community: **I have decided not to seek reelection to the Del Rey Oaks City Council.**

This was not an easy decision.

Serving as your Councilmember has been one of the most meaningful and fulfilling experiences of my life. When I first stepped forward to run for office, I did so because I believed that local government could be more personal, more welcoming, more inclusive, and more connected to the people it serves. I wanted to listen, contribute, ask questions, bring new ideas to the table, and do my part for the little city that I have been fortunate to call home.

What I received in return was far greater than I ever expected.

I learned that public service is ultimately about **people**—the neighbor who stops you on the street to share a concern, the resident who sends an encouraging message after a difficult meeting, the volunteers who give countless hours without recognition, the City employees who quietly keep everything working, and the community members who show up because they genuinely care about what happens here.

I have had the privilege of being part of decisions involving our streets and parks, public safety, finances, regional partnerships, housing, infrastructure, environmental stewardship, community events, and the long-term future of Del Rey Oaks. Some decisions were easy. Others were difficult. There were moments of agreement and moments when thoughtful people saw things differently. But through all of it, I have tried to remember that the position was never *mine*. **The seat belongs to the people of Del Rey Oaks, and I was simply entrusted with it for a period of time.**

Why I Am Not Running Again

After considerable reflection, I realized that seeking another term should never be something an elected official does simply because they *can*.

Another four-year commitment deserves the same energy, availability, enthusiasm, and wholehearted attention that I wanted to give when I first took office. My family life, professional responsibilities, and personal commitments are entering a new chapter, and I know that the coming years will require more of my time and presence in those areas.

I could have filed for another term. But I believe public service deserves more than simply holding onto a position. **It deserves someone who can look at the next four years and say, without hesitation, "I am ready to give this everything it requires."**

For me, the more responsible choice is to recognize that this is a natural moment to pass the opportunity to someone else.

This decision is therefore not about walking away from our community. It is about respecting the office enough to know when it is time to create space for another resident to step forward with fresh energy, new ideas, and their own commitment to service.

I will always care deeply about Del Rey Oaks, and public service will remain part of who I am. Service does not begin with an election certificate, and it certainly does not end when someone leaves elected office.

To Anyone Who Has Ever Thought About Running: Please Do

One of the strongest messages I want to leave with our residents is this:

If you have ever thought about running for public office, please consider doing it.

You do not need to know everything before you begin. I certainly did not.

You do not need to come from politics.

You do not need to be the loudest person in the room.

You need to care about your community, be willing to listen, do your homework, ask difficult questions respectfully, and remember that behind every agenda item are real people whose lives may be affected by the decisions you make.

Local government especially needs ordinary residents who are willing to step forward.

We need parents, teachers, engineers, small-business owners, retirees, young professionals, longtime residents, newcomers, renters, homeowners, and people from every walk of life. A healthy democracy works best when elected offices are not viewed as positions reserved for a particular kind of person, but as opportunities for **neighbors to serve neighbors**.

Running for office can feel intimidating. I understand that. But I can also tell you from experience that it can be extraordinarily rewarding.

There is something deeply meaningful about sitting at the Council table knowing that your neighbors trusted you to represent them. There is satisfaction in helping solve a problem that may seem small on a government agenda but matters enormously to one family. There is fulfillment in watching an idea discussed at a meeting eventually become something tangible in the community.

And perhaps most importantly, public service gives you a much deeper appreciation for the place you call home.

Gratitude

To everyone who voted for me, encouraged me, supported me, disagreed with me respectfully, challenged me to think differently, sent me an email, stopped to talk with me, attended a meeting, volunteered at an event, or simply offered a kind word along the way: **thank you**.

Thank you for trusting me.

Thank you to our City staff for your professionalism and dedication. Thank you to my fellow Councilmembers, past and present, for the conversations, collaboration, debates, laughter, and shared responsibility of governing our small but wonderful city.

And thank you to the residents of Del Rey Oaks for giving me the extraordinary privilege of serving you.

Being a Councilmember was never something I took for granted. There were difficult days, certainly, but there were far more moments that reminded me why public service matters.

I leave this chapter with tremendous gratitude, not because I accomplished everything I might have hoped to accomplish, but because **I had the opportunity to contribute**.

That opportunity itself was an honor.

A New Chapter, but Not Goodbye

There is a healthy rhythm to democracy. People step forward, serve for a time, contribute what they can, and eventually make room for others.

I believe that is something worth celebrating.

My hope is that the next Council will include people who love Del Rey Oaks, respect its unique character, value kindness and inclusion, understand the importance of responsible fiscal stewardship, and are willing to think carefully about the opportunities and challenges ahead.

Our city will face important decisions in the coming years. I encourage our residents not only to pay attention to those decisions, but to participate in them. Attend meetings. Ask questions. Volunteer. Serve on a committee. Get to know your neighbors.

And someday, perhaps, **put your own name on the ballot.**

You may discover, as I did, that service asks a great deal of you, but gives you something remarkable in return: a stronger connection to your neighbors, a deeper understanding of your community, and the knowledge that for a little while, you helped care for a place that means something to you.

It has been one of the greatest honors of my life to serve the people of Del Rey Oaks.

Thank you for allowing me to be your Councilmember. Thank you for believing in me. And most of all, thank you for giving me the opportunity to serve a community that I will always hold very close to my heart.



Outlook

Contact Del Rey Oaks Police Department

From DRO Website - Contact Police Department <noreply@civicplus.com>

Date Mon 8/3/2026 9:17 AM

To Chris Bourquin <CBourquin@delreyoaks.org>

CAUTION: This email is from outside the City of Del Rey Oaks. Do NOT click LINKS or open ATTACHMENTS unless you are sure it is safe.

Submitted on Mon, 08/03/2026 - 9:17 AM

Submitted by: Anonymous

Submitted values are:

First Name

Mano

Last Name

Singham

Phone Number

2166826304

Address

541 Quail Run Court

Email Address

mano.singham@case.edu

Staff Member**Members**

Chris Bourquin, Chief of Police

Question/Comment:

Dear Chris Bourquin,

I am writing to commend to you police officer Isaac Garcia who took care of my case. I will not bore you with all the details of what happened which you can access in the crime report #26-206 that he filed.

In brief, when I came out of the Monterey Bridge Center on Calle Del Oaks on Thursday, July 23rd at around 2:30pm, I found that the driver's door of my car had been deeply dented while it had been parked. I of course called the insurance company and the police, and officer Garcia showed up. He made copious notes and took photographs. Because of the location of my car, I suspected that a truck that had earlier been parked nearby had hit me, and I told him whose it might be.

He came to my house the next morning (Friday) to measure the height of the dent to see if it matched the height of the bumper of the truck.

The very next morning (Saturday), he again came to my home. He had called the other driver who had conceded that he was likely the person but that he had mistaken the thump he heard to the movement of a wheelchair in the bed of the truck. Officer Garcia put me on his speaker phone and the other driver said that he would send me a check to cover the cost of repairs.

I had family visiting from out of town during this time and they were astonished at the level of service.

During the entire time, I was impressed with the high level of professionalism displayed by officer Garcia. He was calm, courteous, friendly, and extremely thorough. As a result, in less than 48 hours, what could have been a long and tedious process was settled amicably by all concerned. He is undoubtedly a credit to the Del Rey Oaks Police.

Sincerely,

Mano Singham

Cc: Mayor Scott Donaldson

The results of this submission may be viewed at:

https://www.delreyoaks.org/admin/structure/webform/manage/contact_del_rey_oaks_police_depa/submission/1686



MST HIGHLIGHTS
Board of Directors Meeting
July 13, 2026

RECOGNIZED JULY MST EMPLOYEE OF THE MONTH

The MST Board adopted Resolution 2027-01 recognizing Paul Scott Jr., Utility Service Person as Employee of the Month for July 2026 and for his outstanding contribution to MST and the entire community.

APPRECIATION FOR MST LEADERSHIP BY LORRAINE WORTHY

The MST Board adopted Resolution 2027-02 in appreciation for MST leadership by Director Lorraine Worthy and thanked her for the many achievements she made as Vice Chair of the MST Board of Directors from February 2019 – June 2026.

APPRECIATION FOR MST LEADERSHIP BY MARY ANN CARBONE

The MST Board adopted Resolution 2027-03 in appreciation for MST leadership by Director Mary Ann Carbone and thanked her for the many achievements she made as Chair of the MST Board of Directors from May 2017 – June 2024.

SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM FUNDS

The MST Board approved Resolution 2026-04 authorizing the General Manager/CEO or their designee to execute grant documents for Sustainable Transportation Planning Grant Program Funds and enter into agreement with Caltrans to receive \$592,696 to fund the MST Comprehensive Operational Analysis Study Project.

FY 2027-2028 MST COMMITTEE ASSIGNMENTS

The MST Board received Fiscal Year 2027-2028 MST Committee assignments.

UBER VOUCHER PILOT PRESENTATION

The MST Board received a presentation on the Uber voucher pilot and provided direction to staff.

COASTAL DUNE AND MARITIME CHAPARRAL RESTORATION

The MST Board authorized the General Manager/CEO or their designee to enter a contract with Ecological Concerns Incorporated for the SURF! Coastal Dune and Maritime Chaparral Restoration Project in an amount not to exceed \$2,390,813.

FIRST READING OF MST ORDINANCE 2026-01

The MST Board held a First Reading of Trespass and Camera Ordinance 2026-01, directed publication of the Ordinance for a second reading, and proposed adoption at a future Board meeting.

NEXT MST BOARD MEETING

The next regular MST Board meeting is scheduled for August 10, 2026.



MONTEREY COUNTY REGIONAL TAXI AUTHORITY BOARD MEETING HIGHLIGHTS

July 13, 2026

PRELIMINARY FINANCIAL REPORT FOR FY 2026

The RTA board received and approved the preliminary financial report for fiscal year 2026 of the Monterey County Regional Taxi Authority (RTA).

FISCAL YEAR 2025 AUDIT AND REIMBURSEMENT OF MST EXPENSES BILLED TO THE RTA

The RTA Board received the FY 2025 RTA Audit and approved the transfer of \$26,803 to MST to reimburse audited expenses incurred by MST on behalf of RTA during FY 2025.

GENERAL LIABILITY AND DIRECTORS AND OFFICERS INSURANCE

The RTA Board received a memo on the procurement of General Liability and Directors and Officers Insurance Premium not to exceed \$18,220.78 for one year of coverage.

REPORT FROM THE RTA ADMINISTRATOR FOR FY 2026

The RTA Board received the RTA Administrator Report and RTA Incident Log for FY 2026 (July 2025 through June 2026).

REPORT ON LOT 12 CONSTRUCTION

The RTA Board received a report on Lot 12 construction and the impact on taxi parking zone in Salinas.

FISCAL YEAR 2027 FINAL OPERATING BUDGET

The RTA Board received and adopted the Fiscal Year 2027 Final Operating Budget.

MONTEREY COUNTY REGIONAL TAXI AUTHORITY CASH RESERVE POLICY

The RTA Board received and adopted the Monterey County Regional Taxi Authority Cash Reserve Policy.

NEXT SCHEDULED MEETING

The regular RTA board meeting is scheduled for July 12, 2027.