



**CITY OF DEL MAR
CITY COUNCIL REGULAR MEETING MINUTES
DECEMBER 15, 2025
City of Del Mar Town Hall
1050 Camino del Mar, Del Mar California 92014**

The minutes set forth the actions taken by the City Council on the matters stated. Audio/video recordings of the City Council proceedings are retained for a period of ten years, in accordance with the City's Records Retention Schedule. Audio/video recordings, as well as written materials presented to the City Council, including Red Dots (materials provided to the City Council after the agenda has published), are available on the City's website at www.delmar.ca.us/AgendaCenter or by contacting the Administrative Services Department at (858) 755-9313.

CALL TO ORDER

Mayor Terry Gaasterland called the Regular Meeting to order at 4:35 p.m.

ROLL CALL

Present: Mayor Terry Gaasterland; Deputy Mayor Tracy Martinez; Councilmembers Dan Quirk and John Spelich

CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Leslie Devaney reported that there were no absences, recusals, or reportable actions for the December 15, 2025, Closed Session.

PLEDGE OF ALLEGIANCE

Mayor Gaasterland led the Pledge of Allegiance.

PUBLIC ORAL COMMUNICATIONS

Mayor Gaasterland opened public oral communications and Shirli Weiss with two donations of time from Karl Willert and Amy Cheshire spoke. Mayor Gaasterland closed public oral communications.

Mayor Gaasterland and Councilmember Quirk requested a future agenda item related to the San Diego Association of Government's (SANDAG) Del Mar Bluffs 5 project and related mitigation work, which the City Manager will work to coordinate with SANDAG project staff.

CITY COUNCIL COMMUNITY ANNOUNCEMENTS

None.

CITY MANAGER'S REPORT

City Manager Ashley Jones reported that the Regional Taskforce on Homelessness is seeking volunteers to help conduct the annual "We All Count" homeless census on Thursday, January 29, 2026; draft amendments to the Community Plan Safety Element and a new Environmental Justice Element are available on the City's website for public review, which are planned for presentation to the Planning Commission and Sustainability Advisory Committee in January 2026, and the Council for consideration of adoption by April 2026; City Hall and the Public Works Administrative Office will be closed from December 24, 2025, through January 1, 2026 in observance of the holidays; and reminded the public that in 2026 the City Council will be meeting on the first and third Tuesday at 4:30pm in the Town Hall.

CONSENT CALENDAR

Administrative Services Manager/City Clerk Sarah Krietor read the titles of the items included on the Consent Calendar. There were no public speakers for the consent calendar items.

IT WAS MOVED BY MAYOR GAASTERLAND, SECONDED BY COUNCILMEMBER QUIRK TO APPROVE THE CONSENT CALENDAR ITEMS 1 THROUGH 8 AND ITEM 10. (VOTE 4-0)

Ayes: Mayor Gaasterland; Deputy Mayor Martinez; Councilmembers Quirk and Spelich; Noes: 0; Recuse: 0; Absent: 0; Abstain: 0.

ITEM 1: APPROVAL OF MINUTES: REGULAR MEETING DECEMBER 1, 2025 (CLERK'S MINUTES BOOK)

Council approved the minutes, on consent.

ITEM 2: RATIFICATION OF LIST OF DEMANDS, DATED DECEMBER 15, 2025 (CLERK'S FILE NO. 201-3)

Council approved the list of demands, on consent.

ITEM 3: WAIVER OF READING OF ORDINANCES ON AGENDA (CLERK'S FILE NO. 401-4)

Council waived the reading of ordinances, on consent.

ITEM 4: CONSTRUCTION CONTRACT WITH PORTILLO CONCRETE, INC. FOR FISCAL YEAR 2025-26 ASPHALT ROADWAY REPAIRS (CLERK'S FILE NO. 406-1)

Council awarded a \$75,000 construction contract to Portillo Concrete, Inc. for Fiscal Year (FY) 2025-26 asphalt roadway repairs and authorized the City Manager to execute the contract, on consent.

ITEM 5: APPROVAL OF ENCROACHMENT PERMIT 25-075 – A REQUEST TO RETAIN EXISTING UNPERMITTED PLANTER WALLS, BRICK COLUMNS, AND ASSOCIATED IMPROVEMENTS WITHIN THE PUBLIC RIGHT-OF-WAY AT 1639 LUNETTA DRIVE; APPLICANT: 1639 LLC (CLERK'S FILE NO. 802-1)

Council adopted Resolution 2025-36, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, APPROVING ENCROACHMENT PERMIT 25-075 TO PERMIT EXISTING PLANTER WALLS, BRICK COLUMNS, AND ASSOCIATED IMPROVEMENTS WITHIN THE PUBLIC RIGHT-OF-WAY ON THE SOUTH SIDE OF THE PROPERTY AT 1639 LUNETTA DRIVE (APN: 299-220-44-00) IN DEL MAR, CALIFORNIA", on consent.

ITEM 6: APPROVAL OF AN AGREEMENT WITH TYLER TECHNOLOGIES FOR ERP PRO SOFTWARE AS A SERVICE (CLERK'S FILE NO. 406-1)

Council approved a Software as a Service (SaaS) Agreement between the City of Del Mar and Tyler Technologies, Inc. for the implementation of a new Enterprise Resource Planning system; and authorized the City Manager to negotiate and execute the final Agreement, in consultation with the City Attorney, and any subsequent amendments

provided for under the Agreement contingent upon satisfactory performance by the vendor, on consent.

ITEM 7: APPROVAL OF EMERGENCY FUNDING FOR STORM DRAIN AND ROADWAY REPAIR ALONG SAN DIEGUITO DRIVE (CLERK'S FILE NO. 901-5, 906-5)

Council approved \$131,000 in emergency funding for construction and inspection services for the emergency work related to the Emergency Storm Drain and Roadway Repair along San Dieguito Drive; ratified any prior authorization by the City Manager to facilitate the emergency repairs; and authorized the City Manager to execute any documents necessary to complete the work, on consent.

ITEM 8: PROPOSED RECLASSIFICATION OF FINANCE DIVISION ACCOUNTING POSITION (CLERK'S FILE NO. 504-1)

Council adopted Resolution 2025-37, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, AUTHORIZING THE RECLASSIFICATION OF ONE ACCOUNTING TECHNICIAN I/II POSITION TO ACCOUNTANT I/II, AND AMENDING THE COMPENSATION PLAN FOR MANAGEMENT, PROFESSIONAL, AND CONFIDENTIAL EMPLOYEES", on consent.

PUBLIC HEARING

ITEM 9: INTRODUCTION OF AN ORDINANCE TO REPEAL AND REPLACE CHAPTER 11.40 OF THE DEL MAR MUNICIPAL CODE TO PROHIBIT THE USE OF EXPANDED POLYSTYRENE AND SINGLE-USE, NON-COMPOSTABLE DISPOSABLE FOOD SERVICE WARE CITYWIDE, AND SINGLE-USE PLASTIC BEVERAGE BOTTLES AT CITY FACILITIES AND CITY-SPONSORED EVENTS (CLERK'S FILE NO. 401-4)

An introduction to the item was provided by City Manager Jones. A presentation was provided by Special Projects and Programs Manager Kaitlyn Elliot-Norgrove. Assistant City Manager Clem Brown was available to answer questions.

Council questions focused on how EDCO can partner with the Del Mar Farmers Market to educate the public on organics recycling; difference between biodegradable versus compostable service ware and related public outreach; and whether the Sustainability Advisory Committee discussed prohibiting the sale of single use bottles.

Mayor Gaasterland opened the item to public comment and the following people spoke:

- 1) Ann Feeny
- 2) Karl Willert
- 3) Hailey Saavedra, La Jolla Country Day School/Surfrider Club
- 4) Robert Lutdy, La Jolla Country Day School/Surfrider Club
- 5) Janis Jones, Surfrider Foundation San Diego
- 6) Carol Kerridge
- 7) Diana Kutlow, representing Senator Catherine Blakespear
- 8) Vanessa Forsythe, California Nurses for Environmental Health and Justice
- 9) Jennifer Anderson, chair of the Sustainability Advisory Committee

Mayor Gaasterland closed the item to public comment.

Council discussion focused on appreciation of the Sustainability Advisory Committee and City staff for their work on the proposed ordinance; consideration of whether to direct staff to evaluate expanding the ordinance, in the future, to prohibit the sale of single use plastic bottles in the City; and desire to reduce plastic waste.

IT WAS MOVED BY MAYOR GAASTERLAND AND SECONDED BY DEPUTY MAYOR MARTINEZ TO INTRODUCE “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, REPEALING AND REPLACING CHAPTER 11.40 OF THE DEL MAR MUNICIPAL CODE PROHIBITING USE OF EXPANDED POLYSTYRENE AND SINGLE-USE NON-COMPOSTABLE PLASTIC DISPOSABLE FOOD SERVICE WARE”. (VOTE 4-0)

Ayes: Mayor Gaasterland; Deputy Mayor Martinez; Councilmembers Quirk and Spelich; Noes: 0; Recuse: 0; Absent: 0; Abstain: 0.

ITEM 10: TENTATIVE TRACT MAP TTM18-004, EXTENSION OF TIME REQUEST FOR A THREE-YEAR EXTENSION OF TIME FOR AN EIGHT-LOT SUBDIVISION RECONFIGURATION OF 18.1 ACRES KNOWN AS “LA ATALAYA”

**APPLICANT/OWNER: LA ATALAYA, LLC
ASSESSOR PARCEL NUMBERS (APNS): 299-200-65-00, 299-261-43-00, 299-261-42-00, 299-261-14-00, 299-192-24-00, 299-200-64-00, 299-200-62-00, AND 299-200-63-00
(CLERK’S FILE NO. 301-1)**

Mayor Gaasterland open and closed the public hearing. There were no public speakers for the item. The item was moved to the Consent Calendar for approval.

City Council approved Resolution 2025-38, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR APPROVING A THREE YEAR EXTENSION OF TIME FOR A TENTATIVE TRACT MAP (TTM18-004 EOT) TO SUBDIVIDE EIGHT LOTS TOTALING APPROXIMATELY 18.1 ACRES OF LAND KNOWN AS “LA ATALAYA” INTO EIGHT RECONFIGURED LOTS SOUTH OF SAN DIEGUITO DRIVE, NORTH OF ZAPO STREET, EAST OF GATUN STREET, AND WEST OF SERPENTINE DRIVE; TO MAKE RELATED ROADWAY AND UTILITY IMPROVEMENTS; IN THE CITY OF DEL MAR, CALIFORNIA”, on consent.

COUNCIL MEETING RECESS:

The City Council took a meeting recess from approximately 5:56 p.m. to 6:04 p.m.

CITY COUNCIL OTHER BUSINESS

ITEM 11: 2025 MAYOR COMMENTS - YEAR END REVIEW (CLERK’S FILE NO. 401-1)

Comments, including overview of 2025 accomplishments, were provided by Mayor Gaasterland.

There were no public speakers for the item.

Council discussion focused on appreciation to Mayor Gaasterland for her service as Mayor in 2025.

ITEM 12: SELECTION OF THE 2026 MAYOR AND DEPUTY MAYOR (CLERK’S FILE NO. 401-1)

Mayor Gaasterland opened the item to public comment and Carol Kerridge spoke. Mayor Gaasterland closed the item to public comment.

IT WAS MOVED BY MAYOR GAASTERLAND AND SECONDED BY COUNCILMEMBER QUIRK TO APPOINT TRACY MARTINEZ AS MAYOR AND JOHN SPELICH AS DEPUTY MAYOR FOR 2026. (VOTE 4-0)

Ayes: Mayor Gaasterland; Deputy Mayor Martinez; Councilmembers Quirk and Spelich; Noes: 0; Recuse: 0; Absent: 0; Abstain: 0.

REGIONAL ORGANIZATION AND COUNCIL COMMITTEES/SUBCOMMITTEES/COMMUNITY ORGANIZATION REPORTS

City Council representatives reported on the North County Transit District, Del Mar Community Connections; SANDAG Board of Directors; Shores Park Ad-hoc Master Planning Committee; and Undergrounding Program Advisory Committee.

ADJOURNMENT

Mayor Gaasterland adjourned the meeting at 6:35 p.m.



Sarah Krietor, Administrative Services Manager/
City Clerk