

CITY OF ALISO VIEJO  
CITY COUNCIL MINUTES  
REGULAR MEETING  
MAY 7, 2025, 7:00 PM  
Council Chambers, City Hall, 12 Journey  
Aliso Viejo, California

**CALL TO ORDER:** Mayor Ackley called the Regular Meeting of the City Council of the City of Aliso Viejo to order at 7:00 p.m.

**ROLL CALL**

PRESENT: MAYOR TIFFANY ACKLEY  
MAYOR PRO TEM MAX DUNCAN  
COUNCILMEMBER RICHARD W. HURT  
COUNCILMEMBER MIKE MUNZING  
COUNCILMEMBER TIM A. ZANDBERGEN

ABSENT: NONE

STAFF PRESENT: MITZI ORTIZ, CITY MANAGER  
HONGDAO NGUYEN, ASSISTANT CITY ATTORNEY  
JANET MARTINEZ, CITY CLERK  
ANN EIFERT, FINANCIAL SERVICES DIRECTOR  
SHAUN PELLETIER, PUBLIC WORKS DIRECTOR  
SO KIM, COMMUNITY DEVELOPMENT DIRECTOR  
ROSE RIVERA, SENIOR PLANNER  
MICHAEL DELGADILLO, ASSISTANT PLANNER  
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER  
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER

**PLEDGE OF ALLEGIANCE:** Students from Santa Margarita Catholic High School led the pledge of allegiance.

**1. SPECIAL PRESENTATIONS:**

**1.1 PROCLAMATION - FRONTLINE WORKER APPRECIATION MONTH**

Mayor Ackley presented the proclamation to OCFA Division Chief Mike Summers. He expressed his appreciation and commented on the importance of the designation.

**1.2 PRESENTATION FROM THE ASSOCIATION OF CALIFORNIA CITIES - ORANGE COUNTY**

Mayor Ackley introduced Kris Murray, Executive Director of the Association of California Cities – Orange County, who provided the presentation.

2. **ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:**

None.

3. **COMMUNITY INPUT:**

1. Patty Mouton with Alzheimer's Orange County, shared information about resources that are available to Orange County residents.
2. Jason Garshfield expressed concerns about Mayor Ackley's comments on Discussion Item 6.2 from a past council meeting of April 2, 2025.

4. **CONSENT CALENDAR:**

Unless otherwise indicated below, the following pertains to all items on the Consent Calendar.

**Motion:** Councilmember Munzing moved and Mayor Pro Tem Duncan seconded to approve the recommended actions. Motion carried 5-0.

4.1 **WAIVE THE READING OF ALL ORDINANCES AND RESOLUTIONS**

**Recommended Action:** Approve the reading by title only of all ordinances and resolutions wherein the titles appear on the public agenda; said titles shall be determined to have been ready by title, and further reading is waived.

4.2 **APPROVAL OF MINUTES**

**Recommended Action:** Approve the minutes as submitted for the February 26, 2025 and April 16, 2025, Special and Regular Meetings.

4.3 **ACCOUNTS PAYABLE**

**Recommended Action:** Ratify accounts payable checks and electronic funds transfers issued between March 28, 2025, and April 10, 2025, in the amount of \$1,275,234.55.

4.4 **TREASURER'S STATEMENT – MARCH 2025**

**Recommended Action:**  
Receive and file the March 2025 Treasurer's Statement.

4.5 FIRST AMENDMENT TO AQUATIC CENTER MANAGEMENT SERVICES AGREEMENT WITH PREMIER AQUATIC SERVICES

**Recommended Action:** Approve and authorize the City Manager to execute the First Amendment to the Management Services Agreement with Premier Aquatic Services, extending the Aquatic Center management services for an additional two years.

4.6 FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL JUE FOR GRAPHIC DESIGN SERVICES

**Recommended Action:** Approve and authorize the City Manager to execute a First Amendment to the Professional Services Agreement with Michael Jue for graphic design services for an additional two-year term.

4.7 FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ADVANTAGE MAILING LLC FOR PRINTING AND MAILING SERVICES OF THE COMMUNITY CONNECTION RECREATION GUIDE & CITY NEWS

**Recommended Action:** Approve and authorize the City Manager to execute a First Amendment to the Professional Services Agreement with Advantage Mailing Inc. for printing and mailing services of the Community Connection Recreation Guide & City News.

4.8 38 COLONIAL WAY – DECLARATION OF RESTRICTIVE COVENANT

**Recommended Action:**

1. Find that the proposed actions are not a “project” subject to the California Environmental Quality Act (“CEQA”); and
2. Approve a restrictive covenant for 38 Colonial Way related to affordable housing and authorize the City Manager to take all necessary steps to execute and record said covenant.

The following person provided comments on the item:

1. Natalie Tamsut shared public safety concerns within the Vantis community.

Mayor Pro Tem Duncan requested further information from the speaker. Ms. Tamsut provided additional information in regards to the property's current tenants. City Manager Ortiz and staff answered questions regarding recent staff communication with the contractor, Family Assistance Ministries, the tenant screening process, as well as clarification on grant funding conditions and agreements. Council commented on the matter.

**Motion:** Mayor Pro Tem Duncan moved to continue the item to the next scheduled council meeting. Councilmember Zandbergen seconded the motion. Motion carried 5-0.

#### 4.9 SECOND AMENDMENT TO THE SOLID WASTE DISPOSAL AGREEMENT WITH THE COUNTY OF ORANGE

**Recommended Action:** Authorize the City Manager to execute the Second Amendment to the Solid Waste Disposal Agreement with the County of Orange.

#### 4.10 URBAN RUNOFF TREATMENT FACILITY

**Recommended Action:**

1. Authorize the City Manager to execute a Quitclaim Deed for the Urban Runoff Treatment Facility for Storm Drain J01P28 located on County of Orange Parcel 162; and
2. Authorize the City Manager to execute an Easement Deed for accessing the Urban Runoff Treatment Facility for Storm Drain J01P28 located on County of Orange Parcels 161 and 162.

### 5. PUBLIC HEARINGS:

#### 5.1 CONDITIONAL USE PERMIT TO ESTABLISH A PILATES, YOGA, AND FITNESS STUDIO AT 26711 ALISO CREEK ROAD, SUITE 200 (USE-2025-00005)

City Manager Mitzi Ortiz introduced Associate Planner Michael Delgadillo, who provided an overview. Staff responded to questions regarding parking, signage, neighboring tenants, and potential noise impacts. Mayor Ackley opened the public hearing. There were no requests to speak. Mayor Ackley closed the public hearing.

**Recommended Action:** Adopt Resolution No. 2025-03 approving a Conditional Use Permit to establish a Pilates, yoga, and fitness studio at 26711 Aliso Creek Road, Suite 200 (USE-2025-00005).

**Motion:** Mayor Pro Tem Duncan moved and Councilmember Munzing seconded to approve the recommended action. Motion carried 5-0.

#### 5.2 LOCAL RESPONSIBILITY AREA FIRE HAZARD SEVERITY ZONES MAP ORDINANCE

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Staff responded to questions regarding map design and possible fire mitigation efforts. Mayor Ackley opened the public hearing and the following person provided comments:

1. Liz Cabrera Spencer commented on fire mitigation services offered by her business.

There were no other comments. Mayor Ackley closed the public hearing.

**Recommended Action:** Conduct a public hearing and introduce for first reading an Ordinance entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO DESIGNATING MODERATE, HIGH, AND VERY HIGH FIRE HAZARD SEVERITY ZONES IN THE LOCAL RESPONSIBILITY AREAS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 51179.

**Motion:** Councilmember Munzing moved and Mayor Pro Tem Duncan seconded to approve the recommended action. Motion carried 5-0.

5.3 ADOPTION OF THE FISCAL YEAR (FY) 2025-2026 ANNUAL ACTION PLAN FOR EXPENDITURES OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND THE 2025-2029 ORANGE COUNTY REGIONAL ASSESSMENT OF FAIR HOUSING

City Manager Mitzi Ortiz introduced Senior Planner Rose Rivera, who provided an overview. Staff responded to questions regarding CDBG grant funding, and accessible pedestrian signals at crosswalks. Mayor Ackley opened the public hearing. There were no requests to speak. Mayor Ackley closed the public hearing. Councilmembers commented on the matter.

**Recommended Action:**

1. Declare the City Council finds the FY 2025-2026 Annual Action Plan is not subject to the California Environmental Quality Act ("CEQA") as the activity is not a project, as defined in Section 15378(b)(5) of the state CEQA Guidelines;
2. Approve and adopt the FY 2025-2026 Annual Action Plan ("Action Plan") for the use of Community Development Block Grant ("CDBG") funds, including the 2025-2029 Orange County Regional Assessment of Fair Housing (Attachment 1);
3. Authorize the City Manager to submit the Action Plan to the U.S. Department of Housing and Urban Development ("HUD"), which executes the HUD contract, and authorizes the City Manager to submit all related documents with the implementation of the Action Plan.

**Motion:** Councilmember Hurt moved and Councilmember Zandbergen seconded to approve the recommended actions. Motion carried 5-0.

6. DISCUSSION:

6.1 CONCEPT PLAN REVIEW FOR A RESIDENTIAL COMMUNITY AT 27081 ALISO CREEK ROAD

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Applicant Emilie Simard, Director of Forward Planning with Shea Homes Southern California, provided a presentation on the proposed project. Staff and the applicant, responded to questions regarding parking, State Density Bonus concessions, potential project amenities, garages, unit sizes, current property owner's reason for selling, designated affordable housing units, community walkability, and similar Shea properties available for councilmembers to visit.

**Recommended Action:** Review and provide initial feedback on concept plans for a development proposal involving the demolition of three existing office buildings to accommodate the construction of a 137-unit, residential community at 27081 Aliso Creek Road ("Project").

## 6.2 BIKE LANE DISCUSSION

City Manager Mitzi Ortiz introduced Public Works Director Shaun Pelletier, who provided an overview. Staff responded to questions regarding state requirements for adding "sharrows" on streets, bike lane stencil standards, current bids for project, estimation of project cost, and potential safety enhancements including signage.

**Recommended Action:**

1. Receive Staff presentation; and
2. Provide direction to Staff regarding bike lane improvement implementation timeline.

Council directed staff to prepare a bid package for citywide design and layout of bike lanes to obtain cost estimates.

The following persons commented on the item:

1. Liz Cabrera Spencer proposed e-bike safety program events.
2. Mattheus Crioli suggested physical barriers for bike lanes.

## 7. CITY MANAGER' S REPORT:

City Manager Ortiz announced registration for spring recreation classes and workshops; registration for summer camps; Movie Night on June 1, 2025 starting at 7:00 p.m. at Aliso Viejo Ranch; and Nourishing Great Futures Market every Wednesday from 10:00 a.m. to 12:00 p.m. at Iglesia Park Community Center.

## 8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

Councilmember Munzing:

- Attended Wildfire Town Hall hosted by Assemblymember Dixon and Senator Choi

Councilmember Zandbergen:

- Attended Evening with the Mayor event hosted by the Aliso Viejo Chamber of Commerce
- Attended SCAG Regional Conference & General Assembly in Palm Desert

Councilmember Hurt:

- Wished City Manager Ortiz a happy birthday
- Attended League of California Cities 2025 City Leaders Summit in Sacramento
- Attended SCAG Regional Conference & General Assembly in Palm Desert
- Provided economic development information from the League of California Cities and SCAG meetings

- Attended OC Mosquito and Vector Control District board meetings
- Attended OCPL Advisory Executive Committee meeting
- Provided updates on Aliso Viejo library project with completion date slated for June.

Mayor Pro Tem Duncan:


- Commented on Councilmember Hurt's committee updates and announcements
- Attended Taste of Aliso Niguel event
- Attended Evening with the Mayor event hosted by the Aliso Viejo Chamber of Commerce
- Commended OCSD Administrative Sergeant Duran and Deputy Barragan for e-bike safety enforcement

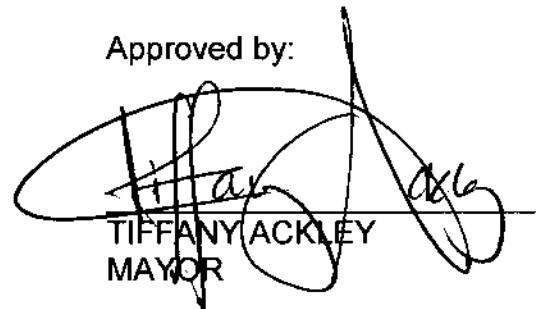
Mayor Ackley:

- Attended 99 Ranch Market Grand Opening
- Attended Supervisor Foley's Elected Officials Roundtable
- Acknowledged City staff and Associate Planner Delgado for providing excellent customer service
- Attended Councilmember Hurt's doctoral dissertation defense

9. **ADJOURNMENT:** Mayor Ackley adjourned the meeting at 9:21 p.m. to the regularly scheduled City Council meeting of May 21, 2025.

Respectfully submitted:

  
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JANET MARTINEZ  
CITY CLERK

Approved by:  
  
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TIFFANY ACKLEY  
MAYOR