

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
OCTOBER 1, 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 7:03 p.m.

ROLL CALL

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

VACANT: COUNCILMEMBER, DISTRICT 3

STAFF PRESENT: MITZI ORTIZ, CITY MANAGER
HONG DAO NGUYEN, ASSISTANT CITY ATTORNEY
JANET MARTINEZ, CITY CLERK
ANN EIFERT, FINANCIAL SERVICES DIRECTOR
SHAUN PELLETIER, PUBLIC WORKS DIRECTOR
SO KIM, COMMUNITY DEVELOPMENT DIRECTOR
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER
CAPT. RYAN BUHR, CHIEF OF POLICE SERVICES

PLEDGE OF ALLEGIANCE: Councilmember Zandbergen led the pledge of allegiance.

1. **SPECIAL PRESENTATIONS:**

None.

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

None.

3. **COMMUNITY INPUT:**

None.

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 4-0.

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 September 17, 2025 Special and Regular Meetings.

4.3 ACCOUNTS PAYABLE

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between August 29, 2025, and September 11, 2025, in the amount of \$1,281,006.46.

5. PUBLIC HEARINGS:

None.

6. DISCUSSION:

6.1 PROCESS TO FILL CITY COUNCIL VACANCY

Assistant City Attorney HongDao Nguyen provided an overview. Staff responded to questions regarding appointment deadlines and election timelines. Council discussion ensued.

Recommended Action:

Discuss the available options for filling the vacancy and provide direction to staff. The Council may either (1) proceed with an appointment within the 60-day statutory timeframe, understanding that the appointee will serve only until the November 2026 election when a special election must be conducted for the remainder of the term, or (2) call a special election in accordance with Elections Code section 1000, with the option of conducting the election as an all-mailed ballot election if permitted under Elections Code sections 4004 and 4005.

Motion: Mayor Ackley moved to fill the vacancy by appointment and open an application period. Motion failed due to lack of a second.

Motion: Councilmember Munzing moved, and Mayor Pro Tem Duncan seconded, to fill the vacancy by appointment with a nomination process at the next City Council meeting. Motion carried 4-0.

6.2 EMPLOYMENT AGREEMENT FOR AN INTERIM APPOINTMENT TO THE POSITION OF CITY CLERK

City Manager Ortiz provided an overview.

Recommended Action: Adopt Resolution No. 2025-18 approving and authorizing the City Manager to execute an agreement with retired annuitant Kathy Bailor for the interim appointment to the position of City Clerk in compliance with Government Code Section 21221(h).

Motion: Councilmember Munzing moved, and Councilmember Zandbergen seconded to approve the recommended action. Motion carried 4-0.

6.3 REQUEST FOR APPROVAL TO USE CITY INDICIA AS IT RELATES TO THE ACTIVITIES OF THE NEWLY FORMED PUMP TRACK AD HOC COMMITTEE (DUNCAN) - VERBAL PRESENTATION ONLY

Mayor Pro Tem Duncan provided an overview and responded to questions regarding the context in which the City indicia would be used. Council discussion ensued.

Recommended Action: Approve the use of City indicia as it relates to the activities of the newly formed pump track ad hoc committee.

Motion: Mayor Pro Tem Duncan moved, and Councilmember Zandbergen seconded, to approve the use of City indicia for email signatures and presentations related to the activities of the pump track ad hoc committee. Motion carried 3-1, with Mayor Ackley dissenting.

7. CITY MANAGER' S REPORT:

City Manager Mitzi Ortiz announced Pet Fair & Vet Clinic to be held from 9:00 a.m. to 11:00 a.m. on October 4, 2025, at Aliso Viejo Ranch; Orange County Senior Summit to be held from 9:00 a.m. to 1:00 p.m. on October 10, 2025, at Aliso Viejo Ranch; Movie Night to begin at 5:30 p.m. and movie starting at 6:30 p.m. on October 10, 2025, at Aliso Viejo Ranch; and Artisans Market to be held from 11:00 a.m. to 3:00 p.m. on November 9, 2025, at Aliso Viejo Ranch.

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

Councilmember Munzing:

- Expressed well wishes to the community
- Commented on the upcoming holiday season

Councilmember Zandbergen:

- Attended Aliso Viejo Chamber of Commerce Business Tour at Aliso Viejo Ranch
- Obtained consensus to revisit Hummingbird Lane traffic calming measures

Mayor Pro Tem Duncan:


- Obtained consensus to receive overview of Flock cameras at future meeting

Mayor Ackley:

- Attended Working Wardrobes 35th Anniversary Gala
- Participated in Aliso Viejo PTA/PTSA 3rd Annual Scavenger Hunt

9. **ADJOURNMENT:** Mayor Ackley adjourned the meeting at 7:34 p.m. to the regularly scheduled City Council meeting of October 15, 2025.

Respectfully submitted:


KATHY BAILOR
INTERIM CITY CLERK

Approved by:


TIFFANY ACKLEY
MAYOR