

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
DECEMBER 3, 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 GARRETT DWYER
COUNCILMEMBER MIKE MUNZING
COUNCILMEMBER TIM A. ZANDBERGEN

STAFF PRESENT: MITZI ORTIZ, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
KATHY BAILOR, INTERIM 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: Youth Gavin Duncan led the pledge of allegiance.

1. SPECIAL PRESENTATIONS:

None.

2. ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:

Councilmember Zandbergen requested that item 4.7 be considered separately from the Consent Calendar.

Mayor Pro Tem Duncan requested that item 6.3 be considered just after item 4.7.

3. COMMUNITY INPUT:

Julie Colombero thanked Mayor Ackley for her service to the community during her tenure as Mayor.

4. CONSENT CALENDAR:

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

Motion: Mayor Pro Tem Duncan moved and Councilmember Munzing seconded to approve the recommended actions. (All items excluding item 4.7) 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 September 10, 2025, Special Meeting and the November 19, 2025, Regular Meeting.

4.3 SECOND READING AND ADOPTION OF AN ORDINANCE REPEALING SECTION 2.04.150 OF THE MUNICIPAL CODE REGARDING CAMPAIGN CONTRIBUTION LIMITS

Recommended Action: Conduct second reading and adopt Ordinance No 2025-248 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, REPEALING SECTION 2.04.150 OF THE ALISO VIEJO MUNICIPAL CODE RELATING TO LOCAL ELECTION CAMPAIGN CONTRIBUTION LIMITS TO BE REPLACED BY STATUTORY DEFAULT LIMITS

4.4 ACCOUNTS PAYABLE

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between November 7, 2025, and November 20, 2025, in the amount of \$790,067.72.

4.5 TREASURER'S STATEMENT - OCTOBER 2025

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

4.6 ANNUAL MEASURE M2 EXPENDITURE REPORT

Recommended Action: Adopt Resolution No. 2025-20 approving the City's annual Measure M2 expenditure report for fiscal year ending June 30, 2025.

4.7 APPROVAL OF THE SUBMITTAL OF THE OSO PARKWAY/PACIFIC PARK DRIVE/GLENWOOD DRIVE REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROJECT TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY

Recommended Action: Adopt Resolution No. 2025-21 approving the submittal of the Oso Parkway/Pacific Park Drive/Glenwood Drive Regional Traffic Signal

Synchronization Project to OCTA for funding under the competitive Measure M2 Regional Traffic Signal Synchronization Program (Project P).

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

5. PUBLIC HEARINGS:

5.1 GENERAL PLAN AMENDMENT GPA-2025-00002, ZONE CHANGE ZC-2025-00002, VESTING TENTATIVE TRACT MAP 19340, SITE DEVELOPMENT PERMIT SDP-2024-00001, ENVIRONMENTAL ASSESSMENT, AND DEVELOPMENT AGREEMENT AND ADOPTION OF A MITIGATED NEGATIVE DECLARATION FOR THE DEVELOPMENT OF A 61-UNIT RESIDENTIAL TOWNHOME COMMUNITY AT 95 ARGONAUT

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Director Kim introduced the Applicant who provided additional information about Meritage Homes. Both Staff and the Applicant responded to questions regarding parking and the use of garages being addressed in the HOA documents.

Mayor Ackley opened the public hearing. The following persons provided comments concerning the project: Ben Patterson, Elizabeth Hansburg, and Ryan Allen.

Mayor Ackley closed the public hearing.

Recommended Action: Conduct a public hearing and:

1. Adopt Resolution No. 2025-22 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, ADOPTING A MITIGATED NEGATIVE DECLARATION AND A MITIGATION MONITORING AND REPORTING PROGRAM PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR GENERAL PLAN AMENDMENT GPA-2025-00002, ZONE CHANGE ZC-2025-00002, VESTING TENTATIVE TRACT MAP 19340, AND A DEVELOPMENT AGREEMENT TO ALLOW THE DEVELOPMENT OF A 61-UNIT RESIDENTIAL TOWNHOME COMMUNITY LOCATED AT 95 ARGONAUT (APN: 623-091-01);
2. Adopt Resolution No. 2025-23 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING AN AMENDMENT TO THE GENERAL PLAN LAND USE DESIGNATION AND ASSOCIATED LAND USE MAP FROM BUSINESS PARK TO HIGH DENSITY RESIDENTIAL FOR THE DEVELOPMENT OF A 61-UNIT RESIDENTIAL TOWNHOME COMMUNITY LOCATED AT 95 ARGONAUT (APN: 623-091-01);
3. Introduce for first reading Ordinance No. 2026-250 entitled: A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING A ZONE CHANGE FROM BUSINESS PARK 2 TO HIGH DENSITY RESIDENTIAL DISTRICT FOR THE DEVELOPMENT OF A 61-UNIT RESIDENTIAL TOWNHOME COMMUNITY LOCATED AT 95 ARGONAUT (623-091-01);

4. Adopt Resolution No. 2025-24 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING VESTING TENTATIVE TRACT MAP 19340 FOR SUBDIVISION INTO CONDOMINIUM PURPOSES AND SITE DEVELOPMENT PERMIT (SDP-2024-00001) TO ALLOW THE DEVELOPMENT OF A 61-UNIT RESIDENTIAL TOWNHOME COMMUNITY LOCATED AT 95 ARGONAUT (623-091-01); and
5. Introduce for first reading Ordinance No. 2026-251 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY AND MLC HOLDINGS, INC. FOR THE DEVELOPMENT OF A 61-UNIT RESIDENTIAL TOWNHOME COMMUNITY LOCATED AT 95 ARGONAUT (APN: 623-091-01).

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

5.2 CONSIDERATION OF AN URGENCY ORDINANCE AND A NON-URGENCY ORDINANCE AMENDING SECTION 15.14.080 REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND DETERMINE THE ORDINANCES TO BE EXEMPT FROM CEQA UNDER PUBLIC RESOURCES CODE § 21080.17

City Manager Mitzi Ortiz introduced Senior Planner Rose Rivera, who provided an overview. Senior Planner Rivera. Staff responded to questions regarding parking and the use of garages being addressed in the HOA documents.

Mayor Ackley opened the public hearing. No one requested to speak.

Mayor Ackley closed the public hearing.

Recommended Action: Find that the adoption of the proposed urgency and non-urgency ordinance is statutorily exempt from review under the California Environmental Quality Act (CEQA) under Public Resources Code § 21080.17;

1. Adopt by title only Urgency Ordinance No. 2025-249 entitled: AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AMENDING SECTION 15.14.080 OF THE ALISO VIEJO MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO COMPLY WITH RECENT CHANGES IN STATE LAW AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER PUBLIC RESOURCES CODE § 21080.17; and
2. Introduce for first reading by title only Ordinance No. 2026-252 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AMENDING SECTION 15.14.080 OF THE ALISO VIEJO MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO COMPLY WITH RECENT CHANGES IN STATE LAW AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER PUBLIC RESOURCES CODE § 21080.17.

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

6. DISCUSSION:

6.1 CONCEPT PLAN REVIEW FOR A RESIDENTIAL COMMUNITY AT 1-5 POLARIS

Recommended Action: Review and provide initial feedback on concept plans for a development proposal involving the demolition of five existing office buildings to accommodate the construction of a 405-unit, residential community at 1-5 Polaris.

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Director Kim introduced the Applicant who provided additional information. Both Staff and the Applicant responded to questions regarding parking, ingress and egress, aesthetics.

Speakers: Sandy Boylan, Art Cauroia, and Eric Higuchi.

No further action was taken.

6.2 FISCAL YEAR 2024-25 ANNUAL COMPREHENSIVE FINANCIAL REPORT

Recommended Action: Receive and file the Annual Comprehensive Financial Report (ACFR) for the year ended June 30, 2025.

City Manager Mitzi Ortiz introduced Financial Services Director Ann Eifert, who provided an overview. Staff responded to questions regarding the report. The Mayor and City Council expressed appreciation to City Manager Ortiz for her leadership and staff's efforts for the City's budget on behalf of the community. City Manager Ortiz expressed her appreciation for the teamwork with Staff and City Council in meeting the established budget goals.

No further action was taken.

6.3 CITY COUNCIL REORGANIZATION

Recommended Action: Select a Mayor and Mayor Pro Tem in accordance with Ordinance No. 2001-022, for the 2026 calendar year.

City Manager Mitzi Ortiz introduced Interim City Clerk Kathy Bailor who provided an overview of the nomination process for both Mayor and Mayor Pro Tem. There were no public comments on this matter.

City Attorney Scott Smith responded to questions regarding the process to select Mayor and Mayor Pro Tem.

City Clerk Bailor opened the floor to accept nominations for Mayor. Mayor Ackley nominated Mayor Pro Tem Duncan. There were no further nominations for Mayor and nominations were closed.

Motion: Nomination of Mayor Pro Tem Duncan to serve as Mayor for 2026. Motion carried 5-0.

City Clerk Bailor opened the floor to accept nominations for Mayor Pro Tem. Councilmember Dwyer nominated Councilmember Munzing. There were no further nominations for Mayor Pro Tem and nominations were closed.

Motion: Nomination of Councilmember Munzing to serve as Mayor Pro Tem for 2026. Motion carried 5-0.

7. CITY MANAGER' S REPORT:

City Manager Ortiz announced the 8th Annual All is Bright Holiday Celebration and Tree Lighting Ceremony on December 4, 2025, from 5:00 to 8:00 p.m. at the Town Center Fountain; Boys & Girls Club of Capistrano Valley accepting donations and volunteers for Operation Holiday Homework event on December 12, 2025, from 3:00 to 6:00 p.m. at Aliso Viejo Ranch; and the Nourishing Great Futures Market every Wednesday from 10:00 am to 12:00 pm at the Iglesia Park Community Center. She encouraged the residents to share the joy and creativity of Recreation Programs this Christmas by purchasing Recreation Gift Cards.

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

Councilmember Munzing attended the OCFA monthly meeting and encouraged the community to come and join the Christmas celebration at the All is Bright Holiday Celebration and Tree Lighting.

Councilmember Dwyer visited the Nourishing Great Futures Market, which is every Wednesday morning; and is looking forward to the Boys and Girls Club Operation Homework Club Christmas shopping event; attended the OC Vector Control meeting; and encouraged the community to participate in the coat drives sponsored within the city to help those in need.


Councilmember Zandbergen attended the Transportation Corridor Agencies meeting; and encouraged the community to come to the All is Bright Holiday Celebration.

Mayor Pro Tem Duncan joined the other Councilmembers inviting the community to come to the All is Bright Holiday Celebration.

Mayor Ackley encouraged the community to participate in Wood Canyon School's fundraiser on December 12, 2025, from 3:00-8:00 p.m. Wood Canyon is a Title 1 school and the funds raised will help provide needed materials.

ADJOURNMENT: Mayor Ackley adjourned the meeting at 9:31 p.m. to the regularly scheduled City Council meeting of January 21, 2025. The regularly scheduled City Council meetings of December 17, 2025, and January 7, 2026, have been cancelled.

Respectfully submitted:


KATHY BAILOR
INTERIM CITY CLERK

Approved by:


MAX DUNCAN
MAYOR