

CITY OF ALISO VIEJO  
CITY COUNCIL MINUTES  
REGULAR MEETING  
April 17, 2024, 7:00 PM  
Council Chambers, City Hall, 12 Journey  
Aliso Viejo, California

**CALL TO ORDER:** Mayor Munzing 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 MIKE MUNZING  
MAYOR PRO TEM TIFFANY ACKLEY  
COUNCILMEMBER ROSS CHUN  
COUNCILMEMBER MAX DUNCAN  
COUNCILMEMBER RICHARD W. HURT

ABSENT: NONE

STAFF PRESENT: MITZI ORTIZ, ACTING CITY MANAGER  
SCOTT SMITH, CITY ATTORNEY  
LAUREN TORRES, DEPUTY CITY CLERK  
ANN EIFERT, FINANCIAL SERVICES DIRECTOR  
SHAUN PELLETIER, PUBLIC WORKS DIRECTOR  
SO KIM, COMMUNITY DEVELOPMENT DIRECTOR  
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER  
NICK LOCEY, RECREATION & COMMUNITY SERVICES SUPERVISOR  
ANDREW ALBERS, RECREATION COORDINATOR  
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER  
CAPT. ALAN VILLANUEVA, CHIEF OF POLICE SERVICES

**PLEDGE OF ALLEGIANCE:** Councilmember Hurt led the pledge of allegiance.

**REPORT FROM CLOSED SESSION:**

City Attorney Scott Smith stated no reportable action was taken.

**1. SPECIAL PRESENTATIONS:**

**1.1 PROCLAMATION - COMMUNITY COLLEGE AWARENESS MONTH**

Mayor Munzing presented the proclamation to South Orange County Community College District Trustees Terri Rydell and Carolyn Inmon. Ms. Rydell and Ms. Inmon commented on the importance of the designation.

2. ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:

None.

3. COMMUNITY INPUT:

1. Nancy Conley commented on the dismissal of the City Manager and the special meeting cancellation.
2. Nancy Larimer expressed concern with available housing in Aliso Viejo.
3. Melissa Christian expressed concern with AVCA's use of herbicides and pesticides.
4. Tracy Blum expressed concern with AVCA's use of herbicides and pesticides.
5. Tomas Castro expressed concern with AVCA's use of herbicides and pesticides.
6. Carolyn McCuan expressed concern with AVCA's use of herbicides and pesticides.
7. Caylee McCuan expressed concern with AVCA's use of herbicides and pesticides.
8. Christine Hurden expressed concern with AVCA's use of herbicides and pesticides.
9. Debbie Carlson expressed concern with AVCA's use of herbicides and pesticides.
10. Hillary Seaborn expressed concern with AVCA's use of herbicides and pesticides.

4. CONSENT CALENDAR:

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

**Motion:** Councilmember Hurt moved and Councilmember Chun 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 read by title, and further reading is waived.

4.2 APPROVAL OF MINUTES

**Recommended Action:** Approve the Minutes as submitted for the April 3, 2024 Special Meeting and the April 3, 2024 Regular Meeting.

4.3 HOUSING ELEMENT - ZONE CHANGES AND CODE AMENDMENTS

**Recommended Action:** Conduct second reading and adopt Ordinances No. 2024-238 and No. 2024-239 entitled:

1. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AMENDING THE ZONING MAP TO ADD "MIXED-USE/RESIDENTIAL OVERLAY" DISTRICT TO THE EXISTING ZONING DESIGNATIONS OF THE FOLLOWING PROPERTIES: 1 COLUMBIA, A PORTION OF ALISO VIEJO

TOWN CENTER, 26800-26880 ALISO VIEJO PARKWAY, 35 JOURNEY, 2A LIBERTY, AND 27231 ALISO VIEJO PARKWAY; AND FINDING THE ACTION TO BE EXEMPT FROM CEQA UNDER CEQA GUIDELINES SECTIONS 15060 AND 15061; and

2. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AMENDING SECTION 15.26.060 (MIXED-USE/RESIDENTIAL OVERLAY DISTRICT) AND CHAPTER 15.58 (AFFORDABLE HOUSING INCENTIVES) OF THE ALISO VIEJO MUNICIPAL CODE; AND FINDING THE ACTION TO BE EXEMPT FROM CEQA UNDER CEQA GUIDELINES SECTIONS 15060 AND 15061.

#### 4.4 ACCOUNTS PAYABLE

**Recommended Action:**

1. Ratify accounts payable checks and electronic funds transfers issued on March 12, 2024 in the amount of \$8,226.65; and
2. Ratify accounts payable checks and electronic funds transfers issued between March 15, 2024, and April 2, 2024, in the amount of \$1,368,544.03.

#### 4.5 RESOLUTION APPROVING THE ISSUANCE OF TAX-EXEMPT OBLIGATIONS AND DIRECTING CERTAIN ACTIONS

**Recommended Action:** Adopt Resolution No. 2024-09 Approving the Issuance of Qualified 501(c)(3) Bonds for the Purpose of financing and/or refinancing the acquisition, construction, rehabilitation, improvement, and equipping of St. Mary's School located at 7 Pursuit, Aliso Viejo, CA 92656.

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

### 5. PUBLIC HEARINGS:

#### 5.1 ALISO VIEJO RANCH FEES

Acting City Manager Mitzi Ortiz introduced Recreation & Community Services Manager Lizzy Mendoza, who provided an overview. Recreation & Community Services Supervisor Nick Locey and Recreation & Community Services Coordinator Andrew Albers provided additional information. Staff responded to questions regarding the profitability of the facility, fee increases, facility bookings, and fee study methods. Mayor Munzing opened the public hearing and the following persons provided comment:

1. Jeanie commented on private events at Aliso Viejo Ranch.
2. Ilana commented on the Aliso Viejo Ranch recreation offerings.

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

**Recommended Action:**

1. Conduct a Public Hearing;
2. Adopt Resolution No. 2024-10 approving the Fee Schedule for facility rentals at Aliso Viejo Ranch; and
3. Authorize the City Manager to approve the FY 2024-25 Fee Schedule and to approve the annual fee adjustments in accordance with the Annual Consumer Price Index, All Urban Wage Earners and Clerical Workers, Los Angeles-Long Beach-Anaheim.

**Motion:** Councilmember Duncan moved and Councilmember Chun seconded to approve the recommended actions. Motion carried 4-1, with Mayor Pro Tem Ackley dissenting.

**6. DISCUSSION:**

**6.1 ACTING CITY MANAGER EMPLOYMENT AGREEMENT**

City Attorney Scott Smith provided an overview. Staff responded to questions regarding the terms “working out of class” and “merit-based bonus”.

**Recommended Action:**

1. Award Acting City Manager Mitzi Ortiz a 6.4% merit-based performance increase to her annual base salary in the position of Director of Government Services (for an increased annual base salary of \$205,792.94), effective retroactively to her anniversary date of July 1, 2023, in accordance with City policy on merit increases; and
2. Approve the Employment Agreement between the City of Aliso Viejo and Mitzi Ortiz for working out of class with the additional duties of Acting City Manager.

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

**7. CITY MANAGER' S REPORT:**

Acting City Manager Mitzi Ortiz announced JamFest and Summer Camp Expo to be held from 11:00 a.m. to 2:00 p.m. on April 27, 2024 at Aliso Viejo Ranch; Summer Camp registration; and Red Cross Blood Drive to be held on September 11, 2024 at Aliso Viejo Ranch.

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

Councilmember Hurt:

- Attended SJHTCA Board of Directors Meeting
- Attended OC Mosquito and Vector Control District Board of Trustees Meeting

Councilmember Duncan:

- Announced Taste of Aliso event
- Expressed appreciation for Aliso Viejo community

Councilmember Chun:

- Obtained consensus for a report on the City's compliance with SB 533
- Commented on Aliso Viejo Youth Council
- Attended Laguna Niguel Youth Committee Meeting
- Attended OCFA Budget & Finance Committee Meeting
- Attended OCFA Capital Improvements Plan Ad-Hoc Committee Meeting
- Attended Anaheim Homeless Collaborative Meeting
- Attended Soka University Career Fair
- Commented on Aliso Viejo Community Foundation
- Commented on Taste of Aliso event
- Commented on Coffee Chat
- Announced memorial service for OCFA Captain Rob Culp

Mayor Pro Tem Ackley:

- Obtained consensus for five-year financial forecast
- Obtained consensus for study session on Aliso Viejo Ranch

Mayor Munzing:

- Attended Aliso Viejo Chamber of Commerce Networking Breakfast
- Announced Aliso Viejo was named second safest city in California

9. **ADJOURNMENT:** Mayor Munzing adjourned the meeting at 8:50 p.m. to the regularly scheduled meeting of May 1, 2024.

Respectfully submitted:

  
\_\_\_\_\_  
LAUREN TORRES  
DEPUTY CITY CLERK

Approved by:

  
\_\_\_\_\_  
MIKE MUNZING  
MAYOR