CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
DECEMBER 4, 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 7:04 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, CITY MANAGER
SCOTT SMITH, 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. ALAN VILLANUEVA, CHIEF OF POLICE SERVICES

PLEDGE OF ALLEGIANCE: Maia Meunier led the pledge of allegiance.

1. POST ELECTION MATTERS:

1.1 CERTIFICATION OF OFFICIAL ELECTIONS RESULTS

City Clerk Janet Martinez provided an overview.

Recommended Action: Adopt Resolution No. 2024-31 reciting the facts of the General Municipal Election held on November 5, 2024, declaring the result and such other matters as provided by law.

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

1.2 RECOGNITION OF OUTGOING COUNCILMEMBER ROSS CHUN

Mayor Munzing presented a tile plaque and recognition on behalf of the City. Councilmember Chun expressed his appreciation to City staff, Council colleagues, and residents. Representatives from Senator Catherine Blakespear's office and Soka University also presented certificates to the councilmember.

RECESS AND RECONVENE

Mayor Munzing recessed the meeting at 7:25 p.m. and reconvened at 7:45 p.m.

1.3 OATH OF OFFICE CEREMONY AND INSTALLATION OF DISTRICT 1 COUNCILMEMBER TIM A. ZANDBERGEN

Mayor Munzing administered the Oath of Office to Councilmember Tim A. Zandbergen.

1.4 OATH OF OFFICE CEREMONY AND INSTALLATION OF DISTRICT 3 COUNCILMEMBER RICHARD HURT

Councilmember Hurt's longtime friend Donny administered the Oath of Office.

1.5 OATH OF OFFICE CEREMONY AND INSTALLATION OF DISTRICT 5 COUNCILMEMBER MIKE MUNZING

Anthony Beall administered the Oath of Office to Councilmember Mike Munzing.

2. ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:

None.

3. COMMUNITY INPUT:

1. Nancy Conley commented on the city council reorganization.
2. Julie Colombero commented on the city council reorganization.

4. CONSENT CALENDAR:

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

Councilmember Hurt requested to pull item no. 4.5.

Motion: Councilmember Hurt moved and Mayor Pro Tem Ackley seconded to approve the recommended actions, with the exception of item 4.5. 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 November 20, 2024 Regular Meeting and the November 21, 2024 Special Meeting.

4.3 ACCOUNTS PAYABLE

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between November 8, 2024, and November 21, 2024, in the amount of $512,690.15.

4.4 TREASURER'S STATEMENT – OCTOBER 2024

Recommended Action: Receive and file the October 2024 Treasurer's Statement.

4.5 FISCAL YEAR 2023-24 ANNUAL COMPREHENSIVE FINANCIAL REPORT

Finance Director Ann Eifert responded to questions regarding the June 30, 2024, financial audit, receivable functions, and auditor recommendations.

Recommended Action: Receive and file the Annual Comprehensive Financial Report (ACFR) for the year ended June 30, 2024.

Motion: Councilmember Hurt moved and Councilmember Duncan seconded to approve item no. 4.5 with recommended actions. Motion carried 5-0.

5. PUBLIC HEARINGS:

5.1 CONDITIONAL USE PERMIT FOR AN OUTPATIENT MEDICAL USE AT 27141 ALISO CREEK ROAD (USE-2024-00009)

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Staff and the applicant responded to questions regarding security, potential foot traffic, services offered and zoning requirements. Mayor Munzing opened the public hearing and the following persons provided comment:

1. Mindy Swank commented on volume of potential clients and safety protocols.
2. Yval Domb expressed safety concerns.

3. Mitch Burkhart expressed safety and parking concerns.
4. Kristin Simmons expressed safety concerns.

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

Recommended Action: Adopt Resolution No. 2024-32 of the City Council of the City of Aliso Viejo, California, approving a Conditional Use Permit to operate an outpatient medical use at 27141 Aliso Creek Road (USE-2024-00009).

Motion: Mayor Pro Tem Ackley moved and Councilmember Hurt seconded to direct staff to amend condition 7 to require the submittal of a security plan for the council's consideration. Motion carried 4 – 1 with Duncan dissenting.

6. DISCUSSION:

6.1 CITY COUNCIL REORGANIZATION

City Clerk Janet Martinez provided the staff report and opened the floor to accept nominations for Mayor. Mayor Munzing nominated Mayor Pro Tem Ackley. There were no further nominations for Mayor and nominations were closed.

Motion: Nomination of Mayor Pro Tem Ackley to serve as Mayor for 2025. Motion carried 5-0.

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

Motion: Nomination of Councilmember Duncan to serve as Mayor Pro Tem for 2025. Motion carried 5-0.

6.2 CITY COUNCIL APPOINTMENTS TO SERVE ON REGIONAL BOARDS, COMMISSIONS AND COMMITTEES

City Clerk Janet Martinez presented the staff report.

Recommended Action:
1. Review and update Council appointment list to regional boards, commissions, and committees; and
2. Adopt Resolution No. 2024-33 designating and appointing the City's representative to the Orange County Fire Authority Board of Directors.

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

7. CITY MANAGER' S REPORT:

City Manager Mitzi Ortiz congratulated the newly sworn-in councilmembers and announced the 7th Annual All is Bright Holiday Celebration and Tree Lighting Ceremony to be held from 5: 00 p. m. to 8: 00 p. m. on December 5, 2024, at Aliso Viejo Town Center; Crafts with the Clauses to be held from 9:00 a.m. to 11:00 a.m. on December 14, 2024 at Aliso Viejo Ranch; Boys and Girls Club of Capistrano Valley's Operation Holiday Homework event be held from 3:00 p.m. to 6:00 p.m. on December 13, 2024, at Aliso Viejo Ranch; OCFA's Spark of Love Holiday Toy Drive, accepting donations through December 13th.

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

Councilmember Duncan:
- Expressed appreciation of fellow councilmembers.

Councilmember Hurt:
- Expressed appreciation to residents, City staff and fellow councilmembers.
- Congratulated Councilmember Ackley on her appointment to serve as Mayor in 2025.
- Wished residents a safe and happy holiday season.

Councilmember Zandbergen:
- Expressed optimism about working with the city council.

Mayor Pro Tem Ackley:
- Announced Wood Canyon Elementary School's annual fundraising event, Winter Cometland, to be held on December 19, 2024.
- Congratulated Councilmember Zandbergen on being elected to the council.
- Congratulated Councilmember Duncan on his appointment to Mayor Pro Tem.
- Wished residents a safe and happy holiday season.

Mayor Munzing:
- Wished residents a safe and happy holiday season.
- Expressed appreciation to the City Manager and staff.

9. ADJOURNMENT: Mayor Munzing adjourned the meeting at 9:55 p.m. to January 15, 2025. The regularly scheduled City Council meetings of December 18, 2024, and January 1, 2025, have been cancelled.

Respectfully submitted:

JANET MARTINEZ
CITY CLERK

Approved by:

MIKE MUNZING
MAYOR