

CITY OF ALISO VIEJO  
CITY COUNCIL MINUTES  
REGULAR MEETING  
APRIL 16, 2025, 7:00 PM  
Council Chambers, City Hall, 12 Journey  
Aliso Viejo, California

**CALL TO ORDER:** Mayor Pro Tem Duncan 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 PRO TEM MAX DUNCAN  
COUNCILMEMBER RICHARD W. HURT  
COUNCILMEMBER MIKE MUNZING  
COUNCILMEMBER TIM A. ZANDBERGEN

ABSENT: MAYOR TIFFANY ACKLEY

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. RYAN BUHR, CHIEF OF POLICE SERVICES

**PLEDGE OF ALLEGIANCE:** City Attorney Scott Smith led the pledge of allegiance.

**1. SPECIAL PRESENTATIONS:**

1.1 BUSINESS OF THE MONTH – IMX PILATES

Mayor Pro Tem Duncan introduced the video and presented the certificate of recognition to IM=X Owner Lea Shen. She provided a brief history on the business and expressed her appreciation.

1.2 INTRODUCTION OF ADMINISTRATIVE SERGEANT JASON DURAN

Mayor Pro Tem Duncan introduced Administrative Sergeant Jason Duran. Chief of Police Services Captain Ryan Buhr provided additional comments. Administrative Sergeant Jason Duran expressed his appreciation for the welcome.

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

Mayor Pro Tem Duncan made a motion to move Discussion Item 6.1 to the next regularly scheduled City Council meeting of May 7, 2025.

**Motion:** Mayor Pro Tem Duncan moved and Councilmember Hurt seconded to approve the change. Motion carried 4-0-1, with Mayor Ackley absent.

3. **COMMUNITY INPUT:**

1. Jason Garshfield expressed concerns about Mayor Ackley's comments on Discussion Item 6.2 from the prior council meeting of April 2, 2025.
2. Sarah Park expressed concern about the lack of financial literacy education for young people within the community.

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 4-0-1, with Mayor Ackley absent.

4.1 **WAIVE THE READING OF ALL ORDINANCES 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 2, 2025 Special and Regular Meetings.

4.3 **ACCOUNTS PAYABLE**

**Recommended Action:** Ratify accounts payable checks and electronic funds transfers issued between March 14, 2025, and March 27, 2025, in the amount of \$1,019,500.53.

4.4 **PROFESSIONAL SERVICES AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR THE CITY'S PERMITTING SOFTWARE**

**Recommended Action:** Approve and authorize the City Manager to execute a five-year Professional Services Agreement with Tyler Technologies, Inc. for the City's permitting software in an amount not to exceed \$605,316.

**5. PUBLIC HEARINGS:**

**5.1 REVOCAION OF A 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 responded to questions regarding any possible recourse regarding the Orange County Health Care Agency's intention of self-permitting and self-inspection, and process for obtaining relevant permit documents. Mayor Pro Tem Duncan opened the public hearing. There were no requests to speak. Mayor Pro Tem Duncan closed the public hearing.

**Recommended Action:** Adopt Resolution No. 2025-02 revoking a Conditional Use Permit for an outpatient medical use at 27141 Aliso Creek Road (USE-2024-00009).

**Motion:** Councilmember Munzing moved and Councilmember Zandbergen seconded to approve the recommended actions. Motion carried 4-0-1, with Mayor Ackley absent.

**6. DISCUSSION:**

**6.1 BIKE LANE DISCUSSION**

Item was moved to the next regularly scheduled meeting of May 7, 2025.

**Recommended Action:**

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

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

City Manager Mitzi Ortiz announced registration for spring recreation classes and summer camps; Movie Night at the Aliso Viejo Ranch on Sunday, June 1, 2025 beginning at 7 p.m.; and the Certified Farmers Market on Saturdays from 10 a.m. to 2 p.m. at the Aliso Viejo Town Center.

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

Councilmember Zandbergen

- Attended Don Juan Avila Elementary School 25-Year anniversary event

- Attended the Crystal Apple Awards at The Church of Jesus Christ of Latter-Day Saints
- Attended Senator Choi's 37<sup>th</sup> District Women of Distinction Awards

Councilmember Hurt:

- Commented on completion of dissertation and obtainment of academic doctoral degree
- Attended the San Joaquin Hills Transportation Corridor Agency (SJHTCA) Board meeting
- Commented on upcoming Orange County Mosquito and Vector Control District Board meeting
- Met with the Eagle Scouts

Councilmember Munzing:

- Acknowledged Councilmember Zandbergen's recent mountain bike race victories
- Commented on the grand opening of 99 Ranch Market on Saturday, April 19, 2025
- Commented on Holy Week
- Commented on upcoming summer season

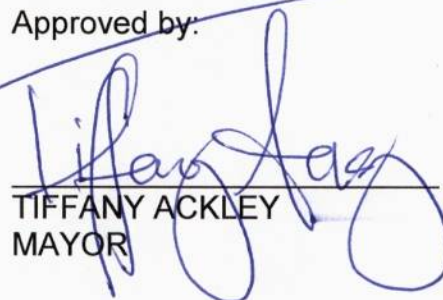
Mayor Pro Tem Duncan:

- Commented on the grand opening of 99 Ranch Market on Saturday, April 19, 2025
- Visited San Clemente's new Pump Track
- Commented on e-bike safety enforcement

9. **ADJOURNMENT:** Mayor Pro Tem Duncan adjourned the meeting at 7:28 p.m. to the regularly scheduled City Council meeting of May 7, 2025

Respectfully submitted:

Approved by:

  
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JANET MARTINEZ  
CITY CLERK  
\_\_\_\_\_  
TIFFANY ACKLEY  
MAYOR