



Joshua Sweeney
Mayor

Don Caskey
Mayor Pro Tempore

Jared Mathis
Council Member

Erica Pezold
Council Member

Dave Wheeler
Council Member

City of Laguna Hills City Council

Special Meeting Agenda
Tuesday, January 28, 2025 - 4:00 PM

Community Development Conference Room
24035 El Toro Road
Laguna Hills, CA 92653

In Person Public Comments: Any person wishing to address the City Council only on items listed on this Agenda, is asked to complete a pink "Request to Speak" form available on the table at the back of the Chamber and submit the form to the City Clerk. The Request to Speak form assists the Mayor in ensuring that all persons wishing to address the City Council are recognized and ensures accurate identification of meeting participants in the City Council Minutes. Completion of the form is voluntary. It is City policy to limit public testimony to up to three minutes per person, as determined by the Mayor, and an total time limit of one hour for Public Comments.

Submission of Electronic Public Comments: Those wishing to make electronic public comments may submit their comments by [email to the City Clerk](#) by 2:00 p.m. on Tuesday, January 28, 2025. In the subject line of the email, please state your name and the item number you are commenting on. Any public comment received that does not specify a particular agenda item number will be announced during the general public comment portion of the agenda. All comments received by 2:00 p.m. on the date of the meeting will be provided to the City Council and will be provided for public inspection at the meeting. During the applicable agenda item, the City Clerk will announce the name of the sender and subject matter of all electronic comments received by 2:00 p.m. on Tuesday, January 28, 2025. Email comments will NOT be read by the City Clerk during the meeting. Electronic public comments may only be submitted via email and comments via text and social media (Facebook, X (formerly Twitter), etc.) will not be accepted.

For questions or assistance, please contact the City Clerk's Office at (949) 707-2635 or via [email](#).

Call to Order

Resolution No. 96-04-09-1 established rules of decorum for public meetings held by the City of Laguna Hills. Resolution No. 96-04-09-1 is available on the table at the back of the City Council Chamber.

Roll Call of City Council Members

Public Comments

Members of the public may address the City Council only on items listed on this Agenda. Public Comments are limited to three minutes per person, as determined by the Mayor, and a total time limit of one hour.

City Council Workshop Items

1 Interviews of Applicants for Purposes of Appointing Traffic Commissioners and Parks and Recreation Commissioners and Discussion on Potential Removal of Appointed Commissioner(s).

Recommendation: That the City Council: 1) Interview applicants for the Traffic Commission and the Parks and Recreation Commission; 2) Appoint Commissioners to four-year terms ending January 31, 2029, to fill three scheduled vacancies on the Traffic Commission and two scheduled vacancies on the Parks and Recreation Commission; 3) Discuss and take action on the potential removal of any appointed Commissioner(s); and 4) Appoint new Commissioner(s) to fill remaining terms of office for any unscheduled vacancies created as a result of any City Council removal(s) from office.

Adjournment

The next Regular Meeting of the City Council/Planning Agency will be January 28, 2025, at 6:00p.m., in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, JENNIFER LEE, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by January 27, 2025, at 4:00p.m.



Jennifer Lee, CMC, City Clerk

It is the intention of the City of Laguna Hills to comply with the Americans with Disabilities Act in all respects. If as an attendee or a participant at this meeting you will need special assistance beyond what is normally provided, the City of Laguna Hills will attempt to accommodate you in every reasonable manner. Please contact the office of the City Clerk at (949) 707 2635. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 24035 El Toro Road, Laguna Hills, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website at: <https://www.lagunahillsca.gov/supplementalagenda> and at the respective public meeting.



City of Laguna Hills City Council / Planning Agency Staff Report

Date: January 28, 2025
To: Mayor and Council Members
From: Jennifer Lee, City Clerk
Issue: Interviews of Applicants for Purposes of Appointing Traffic Commissioners and Parks and Recreation Commissioners and Discussion on Potential Removal of Appointed Commissioner(s).

Recommendation: That the City Council: 1) Interview applicants for the Traffic Commission and the Parks and Recreation Commission; 2) Appoint Commissioners to four-year terms ending January 31, 2029, to fill three scheduled vacancies on the Traffic Commission and two scheduled vacancies on the Parks and Recreation Commission; 3) Discuss and take action on the potential removal of any appointed Commissioner(s); and 4) Appoint new Commissioner(s) to fill remaining terms of office for any unscheduled vacancies created as a result of any City Council removal(s) from office.

Background:

As of January 31, 2025, per Laguna Hills Municipal Code (LHMC) Section 2-28.070 the Traffic Commission has three vacancies and the Parks and Recreation Commission has two vacancies. When a commissioner's term expires, reappointment is not automatic and a Commissioner must reapply if they wish to continue to serve. The City Clerk's Department notified the existing Commissioners of their upcoming vacancies, sent a press release and published a separate legal notice for each Commission in the Saddleback Valley News announcing the notice of vacancies. The application period closed on January 3, 2025. The City received a total of eight (8) applications; two (2) for the Traffic Commission, four (4) for the Parks and Recreation Commission, and two (2) for either commission.

The City Council will conduct a brief interview of each applicant. A sheet of suggested questions for the applicants will be provided to the City Council in the Commission

Interview Binder. Copies of the submitted application forms are included in the Commission Interview Binder on file in the City Clerk's department. After the interviews, the City Council may appoint Commissioners to serve four-year terms on their respective Commission until their terms expire on January 31, 2029.

Section 2-28-.060 of the Laguna Hills Municipal Code authorizes the removal of members from any board or commission at the discretion of a majority vote by the City Council. The City Council may either appoint new commissioners to fill unscheduled vacancies resulting from such action or instruct the City Clerk to initiate a new application process to fill the vacancies.

Fiscal Impact:

Per Laguna Hills Municipal Code section 2-28.110, commission members shall receive no compensation.

Attachments:

1. List of Applicants

Applications Received 2025

Applicants to the Traffic Commission three vacancies
Michael Caputo*
Mark Schaff*
Applicants to the Parks and Recreation Commission two vacancies
Janine Heft
Harry Huggins
Sanjay Mathur*
Patricia Thee*
Applicants to Both Commissions
Mark Jones
Barry Rittberg

*Current Commissioners with terms expiring January 31, 2025