

**City of Laguna Hills  
City Council / Planning Agency  
Regular Meeting  
Minutes  
Tuesday, February 11, 2025**

**General Business Convening at 6:00 PM**

**Call to Order**

The meeting was called to order at 6:01 p.m. by Mayor Sweeney.

**Roll Call of City Council Members**

**Present:**

Mayor Joshua Sweeney  
Council Member Erica Pezold  
Council Member Jared Mathis  
Council Member Dave Wheeler

**Absent:**

Mayor Pro Tempore Don Caskey

**Invocation:** Council Member Wheeler

**Pledge of Allegiance:** Council Member Pezold

**1. Presentations and Proclamations**

**1.1 Appointment of Laguna Hills High School Student Liaison Parsa Kaveh**

Mayor Sweeney presented a Certificate of Appointment to Laguna Hills High School Student Liaison Parsa Kaveh.

**1.2 Laguna Hills High School Student Liaison Report**

The City Council received a report from Laguna Hills High School Student Liaison Parsa Kaveh.

**1.3 Presentation by the City of Mission Viejo on Homeless Outreach**

The City Council received an update from Community Services Manager Andrew Fine, Community Outreach Supervisor Carol Sullivan, and Community Outreach Specialist Cassandra Heaslet on the City of Mission Viejo's homeless outreach efforts in the City of Laguna Hills.

**2. Schedule of Future Events**

**2.1 Schedule of Future Events**

Deputy City Clerk McDonald announced the upcoming meetings and events.

### 3. Public Comments

The following individual(s) provided public comments on non-agendized items:  
Zachary McKinley, Laguna Hills resident  
Noa Tuliau, representative from Supervisor Foley's office

### 4. Consent Calendar

A motion to approve the Consent Calendar was moved by Council Member  
Pezold, seconded by Council Member Wheeler.

Roll Call Vote Result: Passed

Yes 4, No 0, Abstained 0

Ayes: Mayor Sweeney, Council Member Pezold, Council Member  
Mathis, Council Member Wheeler

Nays: None

Abstain: None

#### 4.1 Waive Reading in Full of all Ordinances and Resolutions on the Agenda

**Recommendation:** That the City Council waive reading in full of all ordinances and resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

#### 4.2 Approval of Minutes for January 28, 2025, Special Meeting

**Recommendation:** That the City Council approve the City Council Minutes for the January 28, 2025, Special Meeting.

#### 4.3 Approval of Minutes for January 28, 2025, Regular Meeting

**Recommendation:** That the City Council approve the City Council Minutes for the January 28, 2025, Regular Meeting.

#### 4.4 Approval of Minutes for February 4, 2025, Special Meeting

**Recommendation:** That the City Council approve the City Council Minutes for the February 4, 2025, Special Meeting.

#### 4.5 Ratification of February 11, 2025 Warrant Register

**Recommendation:** That the City Council ratify the accompanying Warrant Register for the period from January 17, 2025, to January 30, 2025, in the amount of \$215,337.89.

#### 4.6 2024 Community Services Department Report

**Recommendation:** That the City Council receive and file the report.

#### **4.7 Notice of Completion and Final Payment for the Community Center Carpeting Replacement Project, CIP No. 513-B**

**Recommendation:** That the City Council: 1) Certify the completion of and accept the improvements for the subject project; 2) Authorize the Public Works Director to sign the Notice of Completion; 3) Authorize the recording of the Notice of Completion with the County of Orange and to release the faithful performance and payment bonds one year and 35 days, respectively, after the date of recordation of the Notice of Completion contingent upon no claims or liens being filed with the City; and 4) Authorize payment of the final retention 35 days after the date of recordation of the Notice of Completion in the net amount of \$2,481.54, if no liens have been filed.

#### **4.8 Resolution Adopting Caltrans Local Assistance Procedures Manual Chapter 10: Consultant Selection**

**Recommendation:** That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills Adopting Caltrans Local Assistance Procedures Manual Chapter 10: Consultant Selection."

### **Items Removed from the Consent Calendar**

There were no items removed from the Consent Calendar.

### **5. Planning Agency**

There were no separate Planning Agency Business Items for this meeting.

### **Public Improvement Corporation**

Mayor Sweeney recessed the City Council Meeting at 6:36 p.m. and convened the Public Improvement Corporation (PIC) Meeting. Mayor Sweeney reconvened the City Council Meeting at 6:38 p.m. All Council Members were present in Chamber with the exception of Mayor Pro Tempore Caskey who was absent.

### **6. City Council Public Hearings**

There were no City Council public hearings.

### **7. Administrative Reports**

#### **7.1 City Manager**

The City Manager provided no administrative reports.

#### **7.2 Finance Director**

##### **7.2.1 Flexible Spending Arrangements (FSA) for City Employees**

**Recommendation:** That the City Council discuss and provide direction regarding City-funded healthcare flexible spending arrangements for City employees.

Finance Director Hendrickson reviewed the information provided in the staff report and responded to Council Member requests for additional information.

City Manager Hildenbrand responded to Council Member requests for additional information.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to table the item for budget discussion at a future meeting. was moved by Council Member Wheeler, seconded by Council Member Mathis.

A substitute motion to provide the maximum amount as a monthly payment to employees was moved by Council Member Pezold, no second was made.

Mayor Sweeney called for a roll call vote on the main motion.

A motion to table the item for budget discussion at a future meeting, was moved by Council Member Wheeler, seconded by Council Member Mathis.

Roll Call Vote Result: Passed

Yes 4, No 0, Abstained 0

Ayes: Mayor Sweeney, Council Member Pezold, Council Member Mathis, Council Member Wheeler

Nays: None

Abstain: None

### **7.3 City Clerk**

#### **7.3.1 Introduction and First Reading of an Ordinance Relating to the Unlawful Use of the Official City Seal**

**Recommendation:** That the City Council introduce for first reading, read by title only, and waive further reading of an Ordinance entitled: "An Ordinance of the City of Laguna Hills, California, Amending and Restating Chapter 1-12 (Official City Seal) of Title 1 (General Provisions) of the Laguna Hills Municipal Code and Adding New Section 1-12.020 (Unlawful Use of Official City Seal) Making Unauthorized Use of the Official City Seal Unlawful."

City Clerk Lee reviewed the information provided in the staff report.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to approve staff's recommendation was moved by Council Member Wheeler, seconded by Council Member Pezold.

Roll Call Vote Result: Passed

Yes 4, No 0, Abstained 0

Ayes: Mayor Sweeney, Council Member Pezold, Council Member Mathis, Council Member Wheeler

Nays: None

Abstain: None

### **7.3.2 City Council Representatives to Other Boards, Committees, and Agencies**

**Recommendation:** That the City Council take the following actions:

1) Review the City of Laguna Hills City Council Representatives to Other Boards, Committees, and Agencies List, provide directions to staff regarding any necessary changes for appointments to the list, and by motion, approve the City Council Representatives to Other Committees/Agencies List, as revised by the City Council; and

2) Approve and direct the City Clerk to prepare and post an updated FPPC Disclosure Form 806 to reflect all paid city representative appointments to outside agency boards, committees, and/or commissions in accordance with state law.

City Clerk Lee reviewed the information provided in the staff report.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to dissolve the Aquatic Center/Pool Facility Ad Hoc Committee was moved by Council Member Wheeler, seconded by Council Member Mathis.

Roll Call Vote Result: Passed

Yes 3, No 1, Abstained 0

Ayes: Mayor Sweeney, Council Member Mathis, Council Member Wheeler

Nays: Council Member Pezold

Abstain: None

A motion to appoint Council Member Mathis to the 3/5 Memorial Ad Hoc Committee was moved by Mayor Sweeney, seconded by Council Member Mathis.

Roll Call Vote Result: Passed

Yes 3, No 1, Abstained 0

Ayes: Mayor Sweeney, Council Member Mathis, Council Member Wheeler

Nays: Council Member Pezold

Abstain: None

A motion to retain the current League of Cal Cities Annual Business Meeting delegate and alternate was moved by Mayor Sweeney, seconded by Council Member Mathis.

Roll Call Vote Result: Passed

Yes 3, No 0, Abstained 1

Ayes: Mayor Sweeney, Council Member Mathis, Council Member Wheeler

Nays: None

Abstain: Council Member Erica Pezold

A motion to retain the current Southern California Association of Governments Annual General Assembly Meeting representative and alternate was moved by Council Member Wheeler, seconded by Council Member Mathis.

Roll Call Vote Result: Passed

Yes 4, No 0, Abstained 0

Ayes: Mayor Sweeney, Council Member Mathis, Council Member Pezold, Council Member Wheeler

Nays: None

Abstain: None

## **8. Matters Agendized and Presented by City Council Members**

### **8.1 Mayor Sweeney**

#### **8.1.1 Membership in the United States Conference of Mayors**

**Recommendation:** Mayor Sweeney recommends that the City Council direct staff to submit an application for membership in the United States Conference of Mayors.

Mayor Sweeney provided information on the item.

The following individual(s) provided public comments on Item No. 8.1.1.:  
Scott Miller, Traffic Commissioner

A motion to continue the item to a future meeting was moved by Mayor Sweeney, seconded by Council Member Mathis.

Roll Call Vote Result: Passed  
Yes 3, No 1, Abstained 0

Ayes: Mayor Sweeney, Council Member Mathis, Council Member Wheeler  
Nays: Council Member Pezold  
Abstain: None

## **8.2 Council Members Mathis and Pezold**

### **8.2.1 Discussion on SCAQMD Proposed Amended Rules 1111 and 1121**

**Recommendation:** Council Member Mathis and Council Member Pezold recommend that the City Council review and discuss the South Coast Air Quality Management District's (SCAQMD) Proposed Amended Rules 1111 and 1121, and, if deemed appropriate, direct staff to draft a resolution or comment letter expressing opposition.

Council Member Pezold provided information on the item.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to direct staff to draft a comment letter in opposition to be signed by the Mayor and draft a resolution in opposition to be approved at the next regular meeting was moved by Council Member Pezold, seconded by Council Member Mathis.

Roll Call Vote Result: Passed  
Yes 4, No 0, Abstained 0

Ayes: Mayor Sweeney, Council Member Pezold, Council Member Mathis, Council Member Wheeler  
Nays: None  
Abstain: None

## **9. City Council Member Committee Reports**

### **9.1 Committee Assignment Reports**

There are no recent meetings for Council Members to provide a report on.

## **10. City Council Member Comments**

### **Council Member Wheeler**

Council Member Wheeler requested a discussion on adoption of Robert's or Rosenberg's Rules of Order be agendized for a future meeting and received a second from Mayor Sweeney.

### **Council Member Mathis**

Council Member Mathis indicated his support of Council Member Wheeler's discussion request.

### **Mayor Sweeney**

Mayor Sweeney reported on the recent Laguna Hills Chamber of Commerce 10th Anniversary Gala.

### **Council Member Pezold**

Council Member Pezold requested a discussion on providing awards and recognition to Laguna Hills businesses from the City Council be agendized for a future meeting and received a second from Mayor Sweeney.

## **Adjournment**

There being no further business before the City Council at this session, Mayor Sweeney declared the meeting adjourned at 7:46 p.m.

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Jennifer Lee, City Clerk

ATTEST:

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Joshua Sweeney, Mayor

Approved at meeting of February 25, 2025.