

**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY**

**REGULAR MEETING
MINUTES
Tuesday, December 13, 2022**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

The meeting was called to order at 7:01 p.m. by Mayor Wheeler.

INVOCATION: Chaplain Jim Davis of Orange County Sheriff's Department

PLEDGE OF ALLEGIANCE: Council Member Sedgwick

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Dave Wheeler	Mayor	Present	
Janine Heft	Mayor Pro Tempore	Present	
Don Caskey	Council Member	Present	
Erica Pezold	Council Member	Present	
Don Sedgwick	Council Member	Present	

CITY COUNCIL REORGANIZATION

**Certification of the General Municipal Election Held on
November 8, 2022**

Recommendation: That the City Council: 1) Receive and file the Certificate of Results for the General Municipal Election held on Tuesday, November 8, 2022; and 2) Adopt Resolution No. 2022-12-13-1: "A Resolution of the City Council of the City of Laguna Hills, California, reciting the fact of the General Municipal Election held on Tuesday, November 8, 2022, declaring the results and such other matters as provided by law."

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Don Caskey, Council Member
SECONDER:	Don Sedgwick, Council Member
AYES:	Dave Wheeler, Mayor; Janine Heft, Mayor Pro Tempore; Don Caskey, Council Member; Erica Pezold, Council Member; Don Sedgwick, Council Member

Recognition of Outgoing Council Member

Recommendation: That the City Council adopt Resolution No. 2022-12-13-2: "A Resolution of the City Council of the City of Laguna Hills, California, recognizing the service of Council Member Don Sedgwick" and that the City Council present a Resolution of Commendation and City Tile to Don Sedgwick.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Mayor Pro Tempore
SECONDER:	Erica Pezold, Council Member
AYES:	Dave Wheeler, Mayor; Janine Heft, Mayor Pro Tempore; Don Caskey, Council Member; Erica Pezold, Council Member; Don Sedgwick, Council Member

Remarks of Council Members Regarding Council Member Sedgwick's service to the City.

The City Council provided remarks regarding Council Member Sedgwick's service to the City.

Remarks of Outgoing Council Member

The City Council received remarks from outgoing Council Member Sedgwick.

RECESS AND RECONVENE

Mayor Wheeler recessed the meeting at 7:20 p.m. and reconvened the meeting at 7:50 p.m.

CITY COUNCIL REORGANIZATION (continued)

Adam Tayabas, a representative from Supervisor Katrina Foley's office presented the newly elected Council Members with Certificates of Recognition.

Oaths of Office for New Council Members

Susie Caskey administered the ceremonial Oath of Office to Council Member Don Caskey.

City Manager Hildenbrand administered the ceremonial Oath of Office to Mayor Dave Wheeler.

Eric Pezold administered the ceremonial Oath of Office to Council Member Erica Pezold.

Dr. Tatyana Ellison administered the ceremonial Oath of Office to Council Member Joshua Sweeney.

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Dave Wheeler	Mayor	Present	
Janine Heft	Mayor Pro Tempore	Present	
Don Caskey	Council Member	Present	
Erica Pezold	Council Member	Present	
Joshua Sweeney	Council Member	Present	

Remarks of Outgoing Mayor

The City Council received remarks from outgoing Mayor Wheeler.

Election of Mayor

Council Member Pezold nominated Mayor Pro Tempore Heft to serve as Mayor.

The City Council elected Janine Heft to serve as Mayor until December 12, 2023.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Dave Wheeler, Mayor; Janine Heft, Mayor Pro Tempore; Don Caskey, Council Member; Erica Pezold, Council Member; Joshua Sweeney, Council Member

Recognition of Outgoing Mayor and Resolution of Commendation, David Wheeler, Mayor

Recommendation: That the City Council adopt Resolution No. 2022-12-13-3: "A Resolution of the City Council of the City of Laguna Hills, California, commending David Wheeler as Mayor" and that the City Council present the Resolution and a plaque to David Wheeler recognizing his service to the City.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Council Member
SECONDER:	Don Caskey, Council Member
AYES:	Janine Heft, Mayor; Don Caskey, Council Member; Erica Pezold, Council Member, Joshua Sweeney, Council Member; Dave Wheeler, Council Member

Remarks of Council Members Regarding Mayor Wheeler's Service to the City.

The City Council provided remarks regarding Mayor Wheeler's service to the City.

Remarks of Newly Elected Mayor

The City Council received remarks from newly elected Mayor Heft.

Election of Mayor Pro Tempore

Council Member Sweeney nominated Council Member Wheeler as Mayor Pro Tempore.

RESULT:	FAILED [2 TO 2]
AYES:	Dave Wheeler, Council Member; Joshua Sweeney, Council Member
NAYS:	Don Caskey, Council Member; Erica Pezold, Council Member
ABSTAIN:	Janine Heft, Mayor

No additional nominations were made. Due to the lack of the required majority vote, a Mayor Pro Tempore was not elected. The City Council intends to reagendaize this matter for reconsideration at a future meeting.

RECESS AND RECONVENE

Mayor Heft recessed the meeting at 8:29 p.m. and reconvened the meeting at 8:36 p.m.

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Mayor	Present	
Don Caskey	Council Member	Present	
Erica Pezold	Council Member	Present	
Joshua Sweeney	Council Member	Present	
Dave Wheeler	Council Member	Present	

1. PRESENTATIONS AND PROCLAMATIONS**1.1 Laguna Hills High School Student Liaison**

The City Council received an oral report from Laguna Hills High School 2022 Fall Student Liaison Ella Carnahan.

2. SCHEDULE OF FUTURE EVENTS**2.1 Schedule of Future Events**

City Clerk Lee announced the upcoming meetings and events.

3. PUBLIC COMMENTS

The following individuals addressed the City Council on non-agendized items:

Jake Anderson, CEO/President, Laguna Hills Chamber of Commerce congratulated the re-elected incumbents, new Council Member Sweeney and Mayor Heft on their new and retained positions.

4. CONSENT CALENDAR

Motion to approve the Consent Calendar.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Council Member
SECONDER:	Don Caskey, Council Member
AYES:	Janine Heft, Mayor; Don Caskey, Council Member; Erica Pezold, Council Member, Joshua Sweeney, Council Member; Dave Wheeler, Council Member

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 November 15, 2022, Adjourned Regular Meeting

Recommendation: That the City Council approve the City Council Minutes for the November 15, 2022, Adjourned Regular Meeting.

4.3 Ratification of December 13, 2022, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from November 4, 2022, to December 1, 2022, in the amount of \$1,478,251.09.

4.4 Records Retention Management

Recommendation: That the City Council adopt Resolution No. 2022-12-13-4: "A Resolution of the City Council of the City of Laguna Hills, California, authorizing and directing the City Clerk to dispose of certain City records in accordance with the City's Record Retention Schedule."

4.5 Affirmation of Appointments List for City Boards, Commissions, and Committees

Recommendation: That the City Council affirm the Local Appointments List and direct that it be posted on the City's web site, at City Hall and in the Laguna Hills Branch Technology Library in accordance with Government Code Section 54972, the Maddy Act.

4.6 Resolution Establishing the Classifications of Community Services Manager and Deputy City Clerk Along with the Salary Range and Benefits for Each Classification Within the Bargaining Unit Covered by the Memorandum of Understanding with the Laguna Hills City Employees Association

Recommendation: That the City Council adopt Resolution No. 2022-12-13-9: "A Resolution of the City Council of the City of Laguna Hills, California, establishing the classifications of Community Services Manager and Deputy City Clerk along with the salary range and benefits for each classification within the bargaining unit covered by the Memorandum of Understanding with the Laguna Hills City Employees Association"

4.7 Resolution Updating Designation of Assistant and Deputy City Attorneys Within the Office of City Attorney as Required by Laguna Hills Municipal Code Chapter 2-20

Recommendation: That the City Council adopt Resolution No. 2022-12-13-5: "A Resolution of the City Council of the City of Laguna Hills, California, Updating Designation of Assistant and Deputy City Attorneys within the Office of City Attorney as Required by Laguna Hills Municipal Code Chapter 2-20."

4.8 2023 City Council Meeting Calendar

Recommendation: That the City Council adopt the proposed 2023 City Council Meeting Calendar.

4.9 Community Center and Sports Complex Site Improvements Project, CIP 237

Recommendation: That the City Council: 1) Approve the plans and specifications and authorize the advertisement for bids for the Community Center and Sports Complex Site Improvements Project, CIP 237; 2) Allow the City Engineer to make minor edits to the plans and specifications as necessary prior to advertisement of the project; and 3) Find that environmental review is not required under the

California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Section 15301 as a Class 1 Categorical Exemption - "Existing Facilities."

4.10 M2 Expenditure Report to the Orange County Transportation Authority for the Fiscal Year Ended June 30, 2022

Recommendation: That the City Council: 1) Approve the M2 Expenditure Report for the fiscal year ended June 30, 2022, for submittal to the Orange County Transportation Authority; and 2) Adopt Resolution No. 2022-12-13-6: "A Resolution of the City Council of the City of Laguna Hills, California, concerning the Measure M2 (M2) Expenditure Report for the City of Laguna Hills for the fiscal year ended June 30, 2022."

4.11 Treasurer's Investment Report for September 2022

Recommendation: That the City Council receive and file the Treasurer's Investment Report for the month of September 2022.

4.12 Annual Review of Investment & Portfolio Policies and Delegation of Investment Authority to the City Treasurer

Recommendation: That the City Council adopt Resolution No. 2022-12-13-7: "A Resolution of the City Council of the City of Laguna Hills, California, delegating investment authority to the City Treasurer and approving a policy for the investment of surplus City funds and rescinding Resolution No. 2021-12-14-4."

ITEMS REMOVED FROM THE CONSENT CALENDAR

4.13 Resolution Recognizing a Time Capsule at the Community Center and Directing Future City Councils to Open the Time Capsule on the City's 60TH Anniversary and 100TH Anniversary

Council Member Caskey removed Item No. 4.13 from the Consent Calendar to request additional information.

Deputy City Manager/Community Services Director Reynolds responded to Council Member requests for additional information.

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

A motion to create an ad hoc committee consisting of Council Member Caskey and Council Member Pezold to review the time capsule inventory list was made by Mayor Heft, seconded by Council Member Caskey.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Mayor
SECONDER:	Don Caskey, Council Member
AYES:	Janine Heft, Mayor; Don Caskey, Council Member; Erica Pezold, Council Member, Joshua Sweeney, Council Member; Dave Wheeler, Council Member

Recommendation: That the City Council: 1) Adopt Resolution No. 2022-12-13-8 "A Resolution of the City Council of the City of Laguna Hills, California, recognizing the time capsule at the Community Center and recommending future City Councils to open the time capsule on the 60th and 100th anniversaries of the City of Laguna Hills."; and 2) Approve the inventory submitted by the Heritage Day Ad Hoc Committee.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janine Heft, Mayor
SECONDER:	Erica Pezold, Council Member
AYES:	Janine Heft, Mayor; Don Caskey, Council Member; Erica Pezold, Council Member, Joshua Sweeney, Council Member; Dave Wheeler, Council Member

5. PLANNING AGENCY

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

6. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

7. ADMINISTRATIVE REPORTS

7.1. City Manager

The City Manager gave no Administrative Reports.

7.2. City Clerk

7.2.1 City Council "Other Agencies" Appointed Representatives

City Clerk Lee 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.

Recommendation: That the City Council take the following actions:

- 1) Review the City of Laguna Hills City Council “Other Agencies” Appointed Representatives List, provide directions to staff regarding any necessary changes for appointments to the list, and by motion, approve the City Council “Other Agencies” Appointed Representatives List, as revised by the City Council; and
- 2) Adopt a Resolution entitled: “A Resolution of the City Council of the City of Laguna Hills, California designating and appointing its Representative to the Orange County Fire Authority’s Board of Directors; “ and
- 3) Approve and direct the City Clerk to prepare and post an updated FPPC Disclosure Form 806 to reflect all paid appointments to “Other Agencies” boards, committees, and/or commissions in accordance with state law.

A motion to continue Recommendation No. 2 to a future meeting was made by Mayor Heft, seconded by Council Member Wheeler.

RESULT:	CONTINUED [UNANIMOUS]
MOVER:	Janine Heft, Mayor
SECONDER:	Don Caskey, Council Member
AYES:	Janine Heft, Mayor; Don Caskey, Council Member; Erica Pezold, Council Member, Joshua Sweeney, Council Member; Dave Wheeler, Council Member

Mayor Heft received consensus to continue Item No. 7.2.1 to a future meeting.

8. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS

There were no matters agendized and presented by City Council Members.

9. CITY COUNCIL MEMBER COMMITTEE REPORTS

9.1. Committee Assignment Reports

Recommendation: That the City Council receive oral reports on the following City Council Committee Assignments:

1. OC Mosquito and Vector Control District Board of Trustees
(Council Member Pezold)
November 17, 2022 meeting.

Council Member Pezold provided no report.

2. South OC Watershed Management Area Executive Committee
(Mayor Wheeler)
November 17, 2022 meeting.

Council Member Caskey provided an oral report.

3. Association of California Cities - OC
(Mayor Pro Tempore Heft)
December 1, 2022 Annual Business meeting.

Mayor Heft provided an oral report.

10. CITY COUNCIL MEMBER COMMENTS

Council Member Pezold

Council Member Pezold highlighted the Community Center holiday events and the Laguna Hills High School Hawks Football Team's recent Division 3-A CIF State Championship victory.

Council Member Pezold congratulated Mayor Heft on her role as Mayor for the next year.

Council Member Caskey

Council Member Caskey expressed his humble appreciation for the support he received in the recent election and his interest in being part of the leadership on the dais.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 9:23 p.m.

Jennifer Lee, City Clerk

ATTEST:

Janine Heft, Mayor

Approved at meeting of January 10, 2023