



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 / Planning Agency

Special Meeting Agenda
Tuesday, November 18, 2025 - 6:00 PM

City Council Chamber
24035 El Toro Road
Laguna Hills, CA 92653

In Person Public Comments: Any person wishing to address the City Council/Planning Agency 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 a total time limit of thirty minutes 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](#) no later than 2 hours prior to the meeting on Tuesday, November 18, 2025. In the subject line of the email, please state your name and the item number you are commenting on. All comments received by the deadline on the date of the meeting will be provided to the City Council/Planning Agency 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 the deadline on Tuesday, November 18, 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](#).

General Business

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.

Invocation: Council Member Pezold

Pledge of Allegiance: Council Member Pezold

Roll Call of City Council Members

1. Presentations and Proclamations

1.1 Laguna Hills High School Student Liaison Report

Recommendation: That the City Council receive a report from Laguna Hills High School Student Liaison Sophia Kim.

2. Schedule of Future Events

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Recommendation: That the Deputy City Clerk announce the upcoming meetings and events.

3. Public Comments

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

4. Consent Calendar

All matters listed under “CONSENT CALENDAR” are considered to be routine and will be enacted by one motion approving the recommendation listed on the Agenda. There will be no separate discussion unless Members of the City Council or City staff request specific items be removed from the Consent Calendar.

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 Ratification of November 18, 2025 Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from October 17, 2025, to November 8, 2025, in the amount of \$1,821,296.67.

4.3 Treasurer's Investment Report for October 2025

Recommendation: That the City Council receive and file the Treasurer's Investment Report for the month of October 2025.

4.4 Second Amendment to Lease Agreement with Donald C. Lewellen, an individual, for 24031 El Toro Road, Suite 220, Laguna Hills, California

Recommendation: That the City Council: 1. Approve the proposed Second Amendment to the lease agreement with Donald C. Lewellen, an individual, for 24031 El Toro Road, Suite 220, Laguna Hills, California; and 2. Authorize the Interim City Manager to make minor modifications, as necessary, to the lease agreement and to execute the amendment.

4.5 Development Application Status Report

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

Items Removed from the Consent Calendar

5. Planning Agency

5.1 Roll Call of Planning Agency Members

5.2 Public Comments

5.3 Approval of Minutes

5.4 Administrative Reports

5.5 Planning Agency Public Hearings

5.5.1 Site Development Permit (SDP) No. USE-0195-2024, a Request by Abigail Jara, of A&S Engineering, on Behalf of Southland Property Investments, LLC for Approval of a Site Development Permit to Convert the Alicia Auto Spa From a Full-Service to a Self-Service Car Wash, Including Self-Service Vacuums and Drying Stations Located at 24795 Alicia Parkway

Recommendation: That the Planning Agency:

1. Conduct a public hearing;

2. Find and determine that the proposed Project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15301 and 15303 of Title 14, Chapter 3 of the California Code of Regulations (Class 1, Existing Facilities; Class 3, New Construction or Conversations of Small Structures); and
3. Adopt a Resolution entitled: "A Resolution of the Planning Agency of the City of Laguna Hills, California, Approving Site Development Permit (SDP) No. USE-0195-2024, a Request by Abigail Jara, of A&S Engineering, on Behalf of Southland Property Investments, LLC for Approval of a Site Development Permit to Convert the Alicia Auto Spa From a Full-Service to a Self-Service Car Wash, Including Self-Service Vacuums and Drying Stations Located at 24795 Alicia Parkway, Including an Exemption from the California Environmental Quality Act (CEQA) per CEQA Guidelines Sections 15301 and 15303 of Title 14, Chapter 3 of the California Code of Regulations (Class 1, Existing Facilities; Class 3, New Construction or Conversions of Small Structures)."

5.6 Planning Agency Adjournment

6. City Council Public Hearings

Public Hearing Item No. 6.1 will start promptly at 6:30p.m.

6.1 Fourth Public Hearing to Consider Composition of Districts for Continuing the Process to Transition to By-District Elections

Recommendation: That the City Council:

1. Receive districting public participation presentation prepared by the City's retained expert demographer National Demographics Corporation;
2. Conduct the fourth public hearing necessary for continuing the process to transition to by-district elections, review and consider input regarding the composition of districts from interested members of the public, review districting process to date, and consider all draft maps timely submitted;
3. Provide direction regarding selection of a final map;
4. Provide direction regarding the sequencing of district elections; and
5. Introduce for first reading, read by title only, and waive further reading of an Ordinance entitled, "An Ordinance of the City Council of the City of Laguna Hills, California, Adding Sections 2-04.090 and 2-04.100 to Chapter 2-04 (City Council) of Title 2 (Administration And Personnel) of the Laguna Hills Municipal Code Implementing By-District Elections of Council Members from Five Council Districts."

7. Administrative Reports

7.1 City Manager

8. Matters Agendized and Presented by City Council Members

9. City Council Member Committee Reports

9.1 Committee Assignment Report

Recommendation: That the City Council receive reports from City Council Members on the City Council Committee Assignments listed in the staff report.

10. City Council Member Comments

Adjournment

The next Regular Meeting of the City Council/Planning Agency will be December 9, 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 November 17, 2025, at 5:00p.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 Agenda and Minutes public portal website and at the respective public meeting.

City Council Members receive no additional compensation or stipend as a result of simultaneously convening meetings of the Laguna Hills Planning Agency.