March 13, 2020

TO: Cities Advisory Committee

FROM: Ruth Arellano, Executive Assistant

SUBJECT: Approval of Meeting Minutes for September 27, 2019

SUMMARY

The Cities Advisory Committee (“Committee”) will receive summary minutes prepared for the last meeting held on Friday, September 27, 2019. The minutes are in draft-form and being presented for formal approval with any desired corrections or clarifications.

BACKGROUND

The Ralph M. Brown Act was enacted by the State Legislature in 1953 and established standards for the public to attend and participate in meetings of local government bodies. This includes requiring public agencies to maintain written minutes for qualifying meetings.

DISCUSSION

This item is for the Committee to consider approving summary minutes prepared by staff for the September 27, 2019 meeting consistent with the Brown Act.
San Diego LAFCO's Cities Advisory Committee  
March 13, 2020 Meeting  
Agenda Item No. 4a | Draft Minutes for September 27, 2019

ANALYSIS

The attached summary minutes for the September 27, 2019 meeting accurately reflect the Committee’s deliberations as recorded by staff. An audio recording of the meeting has also been posted on the San Diego County Local Agency Formation Commission’s website.

RECOMMENDATION

It is recommended the Committee approve the draft summary minutes prepared for the September 27, 2019 meeting as presented. This recommendation is consistent with Alternative One in the proceeding section.

ALTERNATIVES FOR ACTION

The following alternatives are available to the Committee through a single motion:

  Alternative One (recommended):  
  Approve the draft summary minutes prepared for the September 27, 2019 meeting with any desired corrections or clarifications.

  Alternative Two:  
  Continue to the next regular meeting and provide direction to staff as needed.

PROCEDURES

This item has been placed on the Committee’s agenda as part of the consent calendar. A successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation as provided unless otherwise specified by the Committee.

Respectfully,

Ruth Arellano  
Executive Assistant

Attachment: as stated
1. CALL TO ORDER BY MODERATOR

The special meeting was called to order at 9:30 a.m. by Moderator Keene Simonds in the County of San Diego Administration Center, 1600 Pacific Highway, Room 302, San Diego.

2. ROLL CALL BY SECRETARY

The Secretary performed the roll call with the following attendance recorded.

Regular Committee Members Present:
Kelly Broughton (Chula Vista); Karen Burst (Encinitas); Kristen Crane (Del Mar); Steven Dush (Imperial Beach); Jeffrey Epp (Escondido); Paz Gomez (Carlsbad); Jack Griffin (San Marcos); Chris Hazeltine (Poway); Patrick Johnson (Vista); Kerry Kusiak (La Mesa); Deanna Lorson (Oceanside); and Lydia Romero (Lemon Grove) (arrived at 10:00 a.m.)

Alternate Committee Members Present:
Erick Caldwell (San Diego) (arrived at 9:45 a.m.); Mark Delin (Encinitas); Wendy Kaserman (Poway); Bill Maertz (Santee); and Steve Manganiello (National City)

Committee Members Absent:
Marlene Best (Santee) (regular); John Conley (Vista) (alternate); Vince DiMaggio (El Cajon) (regular); Scott Donaghe (Chula Vista) (alternate); Andy Hall (Imperial Beach) (alternate); Scott Huth (Del Mar) (alternate); Blair King (Coronado) (regular); Kris Michell (San Diego) (regular); and Greg Wade (Solana Beach)

3. EXECUTIVE OFFICER’S REPORT

a) Introduction to LAFCO and Cities Advisory Committee

Keene Simonds provided a brief introduction to San Diego LAFCO and discussed the central responsibilities and decisions to re-establish the Ad Hoc Cities Advisory Committee.
4. ADMINISTRATIVE ITEMS

a) Review of Committee Rules and Procedures
   The Committee reviewed the updated policies of the Ad Hoc Cities Advisory Committee with an opportunity to recommend amendments for future Commission consideration.

   Moderator Keene Simonds provided a brief report. Mr. Simonds noted the rules and procedures were adopted in 1997. Mr. Simonds discussed options to re-establish the Committee such as, considering continuing the Committee as either an ad hoc or standing capacity; quorum requirements; selection of committee members; meeting time and place; subject matters; and committee officers and subcommittees.

   General discussion from the committee members. The committee agreed to be a standing capacity and meet quarterly.

b) Review and Discussion on 2019-2020 Workplan

   i. Municipal Service Reviews and Sphere of Influence Updates
   Moderator Keene Simonds provided an update regarding the current San Diego LAFCO’s adopted five-year study schedule municipal service reviews and sphere of influence updates for cities and special districts.

   ii. Current and Pending Proposals
   A report was provided to the Committee members present regarding current and pending proposals on file and anticipated with LAFCO.

5. PUBLIC COMMENTS
   Moderator Keene Simonds invited public comments. None received.

6. COMMITTEE MEMBER ANNOUNCEMENTS
   No reports were received from the committee members.

7. ADJOURNMENT
   There being no further business to come before the Ad Hoc Cities Advisory Committee, the meeting was adjourned at 10:32 a.m.

   Attest
   TAMARON LUCKETT
   EXECUTIVE ASSISTANT