



# San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

---

# 4a

**AGENDA REPORT**  
Consent | Action

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.

---

|  |   |  |   |  |   |
|--|---|--|---|--|---|
| <b>Administration</b><br>Keene Simonds, Executive Officer<br>County Operations Center<br>9335 Hazard Way, Suite 200<br>San Diego, California 92123<br>T 858.614.7755 F 858.614.7766<br>www.sdlafco.org | <b>Jim Desmond</b><br>County of San Diego         | <b>Mary Casillas Salas</b><br>City of Chula Vista    | <b>Mark Kersey</b><br>City of San Diego           | <b>Jo MacKenzie</b><br>Vista Irrigation              | <b>Vice Chair Andy Vanderlaan</b><br>General Public |
|  | <b>Chair Dianne Jacob</b><br>County of San Diego  | <b>Bill Wells</b><br>City of El Cajon                | <b>Chris Cate, Alternate</b><br>City of San Diego | <b>Barry Willis</b><br>Alpine Fire Protection        | <b>Harry Mathis, Alternate</b><br>General Public    |
|  | <b>Greg Cox, Alternate</b><br>County of San Diego | <b>Paul McNamara, Alternate</b><br>City of Escondido |   | <b>Erin Lump, Alternate</b><br>Rincon del Diablo MWD |   |

---

## **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

**DRAFT**  
**LOCAL AGENCY FORMATION COMMISSION**  
**AD HOC CITIES ADVISORY COMMITTEE**  
**September 27, 2019 SPECIAL MEETING**

**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**