



**San Diego County**  
**Local Agency Formation Commission**  
 Regional Service Planning | Subdivision of the State of California

**5e**

**AGENDA REPORT**  
 Consent | Action

March 7, 2022

**TO:** Commissioners  
**FROM:** Keene Simonds, Executive Officer  
**SUBJECT:** Progress Report on Workplan Projects

**SUMMARY**

The San Diego County Local Agency Formation Commission (LAFCO) will receive a progress report on projects included in the adopted workplan for 2021-2022. The report is marked by work commencing on nearly three-fourths of the 30 projects with 11 either completed or nearing their completion. The report is being presented to the Commission to receive and file with the opportunity to identify potential amendments ahead of the next quarterly update.

**BACKGROUND**

San Diego LAFCO’s current fiscal year workplan was adopted at a noticed public hearing held in May 2021. The workplan includes 30 projects and divided into two distinct categories – statutory and administrative – along with priority assignments ranging from high to low. A limited number of amendments were approved in November 2021 and February 2022 as part of the Commission’s scheduled and more detailed quarterly updates.

**DISCUSSION**

This item provides San Diego LAFCO with it regular progress report on workplan projects for the current fiscal year. This includes staff assigning one of four status categories to projects ranging from pending to complete and detailed in Attachment One.

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## ANALYSIS

San Diego LAFCO is generally proceeding as planned through the end of February specific to addressing the Commission's highest priority projects. This progression is reflected with five of the ten high priority projects having been completed or nearing completion. Nonetheless, several scheduled municipal service reviews remain behind schedule due to the combination of employee turnover and the limited availability of outside consultants. A more detailed update on the workplan will be provided as part of the next quarterly update in April and will provide the Commission to consider any formal amendments.

## RECOMMENDATION

It is recommended San Diego LAFCO receive and file the item consistent with practice and identified as Alternative Action One in the proceeding section.

## ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):

Receive and file the item.

Alternative Two:

Continue consideration of the item and provide direction to staff as needed.

Alternate Three:

Take no action.

## PROCEDURES

This item has been placed on the San Diego LAFCO'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 unless otherwise specified by the Commission.

Respectfully,



Keene Simonds  
Executive Officer

Attachment:

- 1) 2021-2022 Workplan with Status Notations

**ADOPTED WORKPLAN STATUS**

**2021-2022**

Priority	Level	Type	Project	Description	Status
Ongoing	...	Statutory	<b>Applicant Proposals and Requests</b>	LAFCO will prioritize on an ongoing basis its available resources to process applicant proposals	
Ongoing	...	Administrative	<b>Targeted LAFCO Presentations</b>	LAFCO will prioritize on an ongoing basis its resources to perform public outreach	
1	High	Statutory	<b>MSR   Fallbrook-Rainbow Region</b>	Complete the scheduled review of Fallbrook PUD, Rainbow MWD, North County FPD, & CSA 81	<b>Near Completion</b>
2	High	Administrative	<b>Fallbrook-Rainbow Ad Hoc Committee</b>	Complete the work of the Ad Hoc in assisting in the administrative review of the associated reorganization proposals	<b>Near Completion</b>
3	High	Administrative	<b>Relocation of the LAFCO Office</b>	Execute an office relocation for the primary purpose of securing larger and more efficient space	<b>Completed</b>
4	High	Statutory	<b>MSR   Escondido Region Part II</b>	Complete the scheduled review of the City of Escondido	Underway
5	High	Administrative	<b>Legislative Proposal   G.C. 56133(e)</b>	Sponsor and/or facilitate an amendment to clarify LAFCOs' responsibility in exempting outside service agreements	Underway
6	High	Statutory	<b>Commission Rule No. 4</b>	Complete a comprehensive update to Rule No. 4 and its provisions to regulate special districts' functions and classes	Underway
7	High	Statutory	<b>MSR   Oceanside Region</b>	Complete scheduled reviews of the City of Oceanside and local serving special districts	Underway
8	High	Statutory	<b>MSR   Carlsbad Region</b>	Initiate scheduled reviews of the City of Carlsbad and local serving special districts	Underway
9	High	Administrative	<b>Translation Policy</b>	Establish procedures and related accommodations in communicating with non-English speaking communities	<b>Completed</b>
10	High	Statutory	<b>Environmental Justice Policy</b>	Establish polices and related procedures to address environmental justice in LAFCO's regulatory and planning activities	<b>Completed</b>
11	High-Moderate	Administrative	<b>2020-2021 Audit</b>	Complete an outside audit of financial statements for 2020-2021	Underway
12	High-Moderate	Statutory	<b>2022-2023 Workplan and Budget</b>	Adopt proposed and final workplan and budgets documents by March and May 2022	Underway
13	High-Moderate	Statutory	<b>MSR   San Marcos Region</b>	Complete the scheduled reviews of the City of San Marcos and surrounding local serving special districts	Underway
14	High-Moderate	Statutory	<b>MSR   Vista Region</b>	Complete the scheduled reviews of the City of Vista and surrounding local serving special districts	Underway
15	High-Moderate	Administrative	<b>Special Districts Advisory Committee</b>	Provide administrative support to the Special Districts Advisory Committee and hold no less than three meetings in FY	<b>Near Completion</b>
16	High-Moderate	Administrative	<b>Cities Advisory Committee</b>	Provide administrative support to the Cities Advisory Committee and hold no less than two meetings in FY	<b>Near Completion</b>
17	Moderate	Administrative	<b>RCD Ad Hoc Committee</b>	Coordinate work of the Ad Hoc Committee in implementing recommendations included in the final MSR on RCDs	Underway
18	Moderate	Administrative	<b>Legislative Proposal   G.C. 56430</b>	Begin stakeholder work to revise MSR statute to establish an explicit communication loop with affected agencies	<b>Near Completion</b>
19	Moderate	Statutory	<b>Policy Review   Island Annexations</b>	Consider options to define "substantially surrounded" and provide related mapping to inform review	Pending
20	Moderate	Administrative	<b>SALT Grant   Agricultural Trends</b>	Implement two-year grant project to identify and track agricultural trends in San Diego County; complete 21-22 scope of work tasks	<b>Near Completion</b>
21	Moderate-Low	Statutory	<b>MSR   Pauma Valley Region</b>	Complete the scheduled review of local serving special districts in the Pauma Valley region	Pending
22	Moderate-Low	Statutory	<b>Report on Mutual Water Companies</b>	Prepare informational report on private mutual water companies consistent with AB 54	Underway
23	Moderate-Low	Administrative	<b>Social Media</b>	Establish internal guidelines manual in conjunction with expanding social media presence in communicating information	<b>Near Completion</b>
24	Moderate-Low	Administrative	<b>SANDAG</b>	Participate in SANDAG's Technical Working Group (TWG) and provide update to Commission	<b>Near Completion</b>
25	Moderate-Low	Administrative	<b>Application Procedures</b>	Streamline existing application packet to be more user-friendly	Pending
26	Low	Administrative	<b>Mapping Outside Utility Services</b>	Establish a new GIS layer to identify existing outside wastewater and water services approved by the Commission	Pending
27	Low	Administrative	<b>Website Enhancement   SGMA</b>	Add a dedicated page to the LAFCO website addressing SGMA and related GSA activities in San Diego County	Pending
28	Low	Administrative	<b>Website Enhancement   Videos</b>	Add video discussions on current LAFCO projects and key duties on the website and cross-connected to social media	Pending
29	Low	Administrative	<b>Annual Local Agency Directory</b>	Update and publish local agency directory building on the inaugural version published in 2021	Pending
30	Low	Administrative	<b>SOI/MSR Annual Report</b>	Update and publish an annual report documenting all recorded municipal service reviews and sphere actions	Pending

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