



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

5a

AGENDA REPORT
 Consent | Action

August 1, 2022

TO: Commissioners
FROM: Tamaron R. Lockett, Commission Clerk
SUBJECT: **Approval of Meeting Minutes |
 Regular Meeting of June 6, 2022**

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will consider draft minutes prepared for the regular meeting held on June 6, 2022. The minutes are in action-form and being presented for formal Commission approval.

BACKGROUND

The Ralph M. Brown Act was enacted by the State Legislature in 1953 and – among other items – requires public agencies to maintain written minutes for qualifying meetings.

DISCUSSION

This item is for San Diego LAFCO to consider approving action minutes for the June 6, 2022, regular meeting. The attendance record for the meeting follows.

- All regular Commissioners were present except Paul McNamara (City of Escondido).
- All alternate Commissioners were present except Nora Vargas (County of San Diego) and Marni von Wilpert (City of San Diego).

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|--|---|---|---|---|---|
| Administration Keene Simonds, Executive Officer 2550 Fifth Avenue, Suite 725 San Diego, California 92103 T 619.321.3380 www.sdlafco.org lafco@sdcounty.ca.gov | Chair Jim Desmond County of San Diego Joel Anderson County of San Diego Nora Vargas, Alt. County of San Diego | Vice Chair Paul McNamara City of Escondido Mary Casillas Salas City of Chula Vista Kristi Becker, Alt. City of Solana Beach | Chris Cate City of San Diego Marni von Wilpert, Alt. City of San Diego | Jo MacKenzie Vista Irrigation Barry Willis Alpine Fire Protection David Drake, Alt. Rincon del Diablo | Andy Vanderlaan General Public Harry Mathis, Alt. General Public |
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ANALYSIS

The attached draft minutes for the June 6, 2022, regular meeting accurately reflect San Diego LAFCO's deliberations as recorded by the Commission Clerk. A video recording of the meeting has also been posted on the Commission's website (www.sdlafco.org).

RECOMMENDATION

It is recommended San Diego LAFCO approve the draft minutes prepared for the June 6, 2022, regular meeting as presented. This recommendation is consistent with Alternative One outlined in the proceeding section.

ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):

Approve the draft minutes prepared for the June 6, 2022, as Attachment One with any desired corrections or clarifications.

Alternative Two:

Continue item to the next regular meeting and provide direction to staff as needed.

PROCEDURES

This item has been placed on 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 as provided unless otherwise specified by the Commission.

Respectfully,



Tameron Lockett
Commission Clerk

Attachment:

- 1) Draft Meeting Minutes for June 6, 2022

**DRAFT MINUTES
SAN DIEGO LAFCO
June 6, 2022 REGULAR MEETING**

1. CALL TO ORDER BY CHAIR

Item 1a

ROLL CALL

The regular meeting was called to order at 9:00 a.m. by Chair Desmond via a virtual/hybrid format. In person attendance was held in the County of San Diego Administration Center, 1600 Pacific Highway, Room 302, San Diego.

The Commission Clerk performed the roll call with the following attendance recorded.

Regulars Present: Joel Anderson, County of San Diego*
 Chris Cate, City of San Diego*
 Jim Desmond, County of San Diego (CHAIR)
 Jo MacKenzie, Vista Irrigation District
 Mary Casillas Salas, City of Chula Vista*
 Andy Vanderlaan, Public*
 Barry Willis, Alpine Fire Protection District

Alternates Present: Kristi Becker, City of Solana Beach*
 David Drake, Rincon del Diablo Municipal Water District
 Harry Mathis, Public*

Members Absent: Paul McNamara, City of Escondido (regular)
 Nora Vargas, County of San Diego (alternate)
 Marni von Wilpert, City of San Diego (alternate)

The Commission Clerk confirmed a virtual/hybrid quorum was present with eight voting – along with Alternate Commissioner Kristi Becker voting in place of Commissioner McNamara. Also present at the virtual/hybrid dais were Executive Officer Keene Simonds, Commission Counsel Holly Whatley, Local Government Analyst I Priscilla Mumpower, Local Government Analyst I Carolanne Ieromnimon, Executive Assistant Erica Blom*, and Commission Clerk Tamaron Lockett.

Commissioner Salas arrived at 9:04 a.m.

Commissioner Cate arrived at 9:30 a.m.

* Attending by videoconference.

Item 1b

PLEDGE OF ALLEGIANCE

Alternate Commissioner Drake led the Pledge of Allegiance.

2. AGENDA REVIEW

Chair Desmond asked the Executive Officer if there were requests to remove or rearrange items on the agenda. The Executive Officer requested the Commission make one sequence change to the agenda and take up Item No. 5g out of order and immediately proceeding the agenda review at the advice of Commission Counsel. No other changes requested.

3. PRESENTATIONS

The Commission received a scheduled presentation on drought related impacts from General Manager Sandy Kerl and Director of Water Resources Kelley Gage with the San Diego County Water Authority. Commission discussion followed.

4. PUBLIC COMMENT AND RELATED REQUESTS

Chair Desmond invited anyone from the public to address the Commission on a matter not directly related to an agenda item. The Commission Clerk confirmed there were no comments from the chambers or pre-registered speakers. The Executive Assistant also confirmed there were no live e-mails for public comment.

5. CONSENT ITEMS

Item 5a

Approval of Meeting Minutes for April 4, 2022

Item presented to approve draft action minutes prepared for the Commission's April 4, 2022 regular meeting. Recommendation to approve.

Item 5b

Commission Ratification | Recorded Payments for March and April 2022

Item presented to ratify recorded payments made and received by the Executive Officer for the months of March and April 2022. Recommendation to ratify.

Item 5c

Budget Update for 2021-2022 | 3rd Quarter Actuals with Year-End Projections

Item presented to report comparing budgeted and actual transactions through the third quarter of 2021-2022 and related analysis. The report projects the Commission will finish with a net surplus of \$0.071 million or 3.8%. Recommendation to approve.

Item 5c was pulled for discussion.

Item 5d

Ratification of an Administrative Approval |

“Farkas-Felicita Road Outside-of-Agency Service Agreement” City of Escondido (OAS22-06)

Item presented to consider ratification of an administrative approval for an outside-of-agency wastewater service agreement involving the City of Escondido. The agreement authorizes Escondido to provide wastewater service to an unincorporated single-family residence at 2314 Felicita Road and was approved by the Executive Officer to abate a public safety threat due to a failing septic system. Recommendation to ratify.

CONSENT ITEMS CONTINUED...

Item 5e

Ratification of an Administrative Approval |

“Martinez-North Avenue Outside-of-Agency Service Agreement” City of Escondido (OAS22-08)

Item presented to consider ratification of an administrative approval for an outside-of-agency wastewater service agreement involving the City of Escondido. The agreement authorizes Escondido to provide wastewater service to an unincorporated single-family residence at 708 North Avenue and was approved by the Executive Officer to abate a public safety threat due to a failing septic system. Recommendation to ratify.

Item 5f

Progress Report on Workplan Projects

Item presented as regular progress report on accomplishing specific projects as part of the adopted 2021-2022 workplan. Recommendation to receive and file.

Item 5g

Authorizing Continued Hybrid or Fully Teleconferenced Meetings of the Commission and all Committees for a 30-Day Period

Item presented to consider authorizing the ongoing use of hybrid and/or fully teleconferenced meetings for a 30-day period as allowed under Assembly Bill 361. Approval would retroactively extend the Commission’s previous authorization for hybrid and/or fully remote meetings through July 6, 2022. Recommendation to approve.

Item 5h

Annual Report |

Sphere of Influence and Municipal Service Review Summary of Actions

Item presented to receive an annual report chronicling sphere of influence and municipal service review actions in San Diego County. The annual report account for actions taken in 2021 and marked by approving 19 distinct sphere actions ranging from applicant proposed amendments to comprehensive agency updates. Recommendation to receive and file.

Item 5i

Current Proposals and Related Activities

Item presented to receive a report identifying active proposals on file as well as a summary of pending proposal submittals. No action information only.

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Chair Desmond asked if the Commission would like to pull any consent items for discussion. Commissioner Willis requested Item 5c be pulled for a separate vote.

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Commissioner Mackenzie motioned with a second from Commissioner Willis to approve Item 5g and staff recommendations as presented as Alternative One in order to proceed with the hybrid meeting. Roll call requested:

CONSENT ITEMS CONTINUED...

AYES: Anderson, Becker (voting), MacKenzie, Salas, Vanderlaan, and Willis
NOES: Desmond
ABSENT: Cate, McNamara, Vargas and Von Wilpert
ABSTAINING: None

The Commission Clerk confirms the motion was approved 6-1.

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Following additional discussion, Commissioner Willis motioned with a second from Commissioner MacKenzie to approve Item 5c and staff recommendations as presented as Alternative One. Roll call requested:

AYES: Anderson, Cate, Becker (voting), Desmond, MacKenzie, Salas, Vanderlaan, and Willis
NOES: None
ABSENT: McNamara, Vargas and Von Wilpert
ABSTAINING: None

The Commission Clerk confirms the motion was approved 8-0.

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Commissioner Willis motioned with a second from Commissioner Mackenzie to approve the balance of the consent calendar and staff recommendations as presented for Items 5a through 5f as well as 5h and 5i as Alternative One with the exception of items 5c and 5g. Roll call requested:

AYES: Anderson, Cate, Becker (voting), Desmond, MacKenzie, Salas, Vanderlaan, and Willis
NOES: None
ABSENT: McNamara, Vargas and Von Wilpert
ABSTAINING: None

The Commission Clerk confirms the motion was approved 8-0.

(continued)

6. PUBLIC HEARING ITEM | COMMISSIONER DISCLOSURE OF EX PARTE COMMUNICATIONS

Item 6a

Proposed “Ramona Municipal Water District Reorganization” | Divestiture of Fire Protection and Emergency Medical Service Functions and Concurrent Annexation to San Diego Fire Protection District (RO22-03)

Item presented to consider a reorganization proposal filed by the Ramona Municipal Water District (MWD) to transfer fire protection and emergency medical service responsibilities within their jurisdictional boundary to the San Diego County Fire Protection District (FPD). Proposal specifics involve a requested divestiture by Ramona MWD of its fire protection and emergency medical service functions and concurrent annexation of the affected territory to the San Diego County FPD. Recommendation to conditionally approve with a minor modification to exclude approximately 3.0 acres of the Ramona MWD boundary from the annexation to San Diego County FPD given the subject parcel lies within the City of Poway. A conforming sphere of influence amendment to San Diego County FPD is also recommended along with delegating protest proceedings to the Executive Officer.

Chair Desmond invited disclosures from Commissioners on any material ex parte communications. No disclosures were provided.

Chair Desmond asked for the staff presentation. Analyst Carolanne Ieromnimon outlined the proposal and detailed the staff recommendations.

Chair Desmond proceeded to open the public hearing and invited comments by pre-registered attendees and live e-mail. The Commission Clerk confirmed there were pre-registered speakers to address the Commission. Comments were received from the following persons:

- Dan Summers with Ramona Community Planning Group (support)
- Tony Mecham, Fire Chief with San Diego County Fire Protection District (support)
- Paula de Sousa, Representative with Best, Best & Krieger (support)
- Jim Hickle, President with Ramona Municipal Water District (support)

The Executive Assistant confirmed there were no live e-mail comments received.

Chair Desmond invited Commissioner comments or questions.

Commission discussion followed.

Executive Officer Keene Simonds noted there will be a change to the resolution to clarify a condition identified as 7h to reflect the timing of when the subject term would be due.

Chair Desmond proceeded to close the public hearing.

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**PUBLIC HEARING ITEMS |
COMMISSIONER DISCLOSURE OF EX PARTE COMMUNICATION CONTINUED...**

Item 6a Continued

Commissioner Willis motioned to approve the staff recommendation Alternative One as listed in the agenda report with a second from Commissioner Vanderlaan with the revised resolution language requested by the Executive Officer. Roll call requested:

AYES: Anderson, Cate, Becker (voting), Desmond, MacKenzie, Salas, Vanderlaan, and Willis

NOES: None

ABSENT: McNamara, Vargas and Von Wilpert

ABSTAINING: None

The Commission Clerk confirms the motion was approved 8-0.

Item 6b

Proposed Final Workplan and Budget for 2022-2023

Item presented to consider recommendations from the Executive Officer in adopting a final workplan and budget for 2022-2023. Both items return following their draft adoption in March and subsequent public review. The proposed workplan remains largely unchanged in outlining 30 specific projects with the notable revision to add a municipal service review focusing on the San Diego County Water Authority. The proposed budget also remains largely unchanged, albeit with a revised total operating expense of \$2.045 million. This total expense amount reflects the addition of \$0.025 million compared to the draft and represents an overall increase of 5.3% relative to the current fiscal year. Recommendation to approve.

Chair Desmond invited disclosures from Commissioners on any material ex parte communications. No disclosures were provided.

Chair Desmond asked for the staff presentation. Executive Officer Simonds outlined the proposed final workplan and budget and detailed the changes.

Chair Desmond proceeded to open the public hearing and invited comments by pre-registered attendees and live e-mail. The Commission Clerk confirmed there were no pre-registered speakers to address the Commission. The Executive Assistant also confirmed there were no live e-mail comments received.

Commission discussion followed.

Commissioner MacKenzie asked staff to consider the cost benefits of transitioning mail services from the County to LAFCO's own postage system going forward.

Chair Desmond proceeded to close the public hearing.

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**PUBLIC HEARING ITEMS |
COMMISSIONER DISCLOSURE OF EX PARTE COMMUNICATION CONTINUED...**

Item 6b continued

Commissioner Vanderlaan motioned to approve the staff recommendation Alternative One as listed in the agenda report with a second from Commissioner Willis. Roll call requested:

AYES: Anderson, Cate, Becker (voting), Desmond, MacKenzie, Salas, Vanderlaan, and Willis
NOES: None
ABSENT: McNamara, Vargas and Von Wilpert
ABSTAINING: None

The Commission Clerk confirms the motion was approved 8-0.

7. BUSINESS ITEMS

Item 7a

Outside Audit Report on Fiscal Year 2020-2021.

Item presented to receive an outside audit for the financial statements issued for 2020-2021. The outside audit concludes all tested transactions were accompanied by sufficient documentation and no material weaknesses were identified. The outside audit and accompanying management letter are being presented to the Commission to accept and file as well as to provide direction to staff on related matters going forward.

Chair Desmond asked for the staff presentation. Executive Officer Simonds summarized the key determinations in the outside audit along with discussing the year-end fund balance.

Chair Desmond welcomed comments from the chambers and the public. The Commission Clerk responded there were no pre-registered comments for the item. The Executive Assistant also confirmed there were no live e-mail comments for the item.

Chair Desmond invited Commissioner comments or questions.

Commission discussion followed.

Commissioner Drake asked if LAFCO will be following up with the recommendation from the outside Auditor requesting a fraud prevention policy be implemented. Executive Officer Simonds confirmed and noted the ongoing delay in addressing this recommendation is tied to coordinating with the Auditor's Office.

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Commissioner Vanderlaan motioned to approve the staff recommendation Alternative One as listed in the agenda report with a second from Commissioner Willis. Roll call requested:

BUSINESS ITEMS CONTINUED...

Item 7a Continued

AYES: Anderson, Cate, Becker (voting), Desmond, MacKenzie, Salas, Vanderlaan, and Willis
NOES: None
ABSENT: McNamara, Vargas and Von Wilpert
ABSTAINING: None

The Commission Clerk confirms the motion was approved 8-0.

Item 7b

Revisions to Adopted Rules | Proposed Job Classification Changes Local Governmental Analyst Series

Item presented to consider revisions to its adopted Rule No. VI involving proposed job classification changes for the Local Governmental Analyst series. There are no fiscal impacts associated with the proposed changes.

Chair Desmond asked for the staff presentation. Executive Officer Simonds summarized the recommendations and related merits therein.

Chair Desmond welcomed comments from the chambers and the public. The Commission Clerk responded there were no pre-registered comments for the item. The Executive Assistant also confirmed there were no live e-mail comments for the item.

Chair Desmond invited Commissioner comments or questions.

Commission discussion followed.

**

Commissioner Willis motioned to approve the staff recommendation Alternative One as listed in the agenda report with a second from Commissioner Desmond. Roll call requested:

AYES: Anderson, Cate, Becker (voting), Desmond, MacKenzie, Salas, Vanderlaan, and Willis
NOES: None
ABSENT: McNamara, Vargas and Von Wilpert
ABSTAINING: None

The Commission Clerk confirms the motion was approved 8-0.

BUSINESS ITEMS CONTINUED...

Item 7c

Grant Update | Sustainable Agricultural Lands Conservation Planning Grant

Item presented to receive an update on its first-year activities as awardee and grant manager of a Sustainable Agricultural Lands Conservation (SALC) grant to track agricultural trends in San Diego County. Information only.

Chair Desmond asked for the staff presentation. Analyst Priscilla Mumpower summarized the grant progress to date and upcoming activities.

Chair Desmond welcomed comments from the chambers and the public. The Commission Clerk responded there were no pre-registered comments for the item. The Executive Assistant also confirmed there were no live e-mail comments for the item.

Chair Desmond invited Commissioner comments or questions.

Commission discussion followed.

Item 7d

2022 Local Agency Directory

Item presented to receive an annual local agency directory prepared as part of the adopted 2022-2023 workplan. Information only.

Chair Desmond asked for the staff presentation. Commission Clerk Tamaron Lockett summarized the features of the local agency directory and noted hard copies would be made available to Commissioners.

Commission discussion followed with Chair Desmond thanking staff for the valuable resource.

8. EXECUTIVE OFFICER REPORT

- Executive Officer noted LAFCO will be holding the next Fallbrook PUD Latent Powers Activation protest proceedings on Tuesday, July 14th to allow additional registered voters or landowners to submit a protest form.

9. COMMISSIONER ANNOUNCEMENTS | REQUESTS FOR FUTURE ITEMS

None

10. CLOSED SESSION

None

11. ADJOURNMENT TO NEXT MEETING

With no further business the Chair adjourned the meeting at 10:58 a.m.

**

I hereby attest the minutes above accurately reflect the deliberations of the Commission at its June 6, 2022 hybrid/videoconference meeting.

ATTEST,

A handwritten signature in black ink, appearing to read 'T. Lockett', written in a cursive style.

Tamaron R. Lockett
Commission Clerk