



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

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AGENDA REPORT
 Consent | Action

December 5, 2022

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

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will receive a progress report on accomplishing the 30 specific projects included in the adopted workplan for 2022-2023. This includes noting through the first five months, three-fifths of all workplan projects have been initiated in some substantive manner with three either completed or nearing completion. The report is being presented to the Commission to receive and file with the opportunity to discuss any specific projects as needed.

BACKGROUND

San Diego LAFCO’s current fiscal year workplan was adopted at a noticed public hearing held in June 2022. The workplan is multi-year planning tool that is developed and updated annually. The current workplan includes 30 projects and is divided into two distinct categories – statutory and administrative – along with priority assignments.

DISCUSSION

This item provides San Diego LAFCO with its 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 activities through the first five months cover three-fifths of all adopted workplan projects. Most of these activities involve high-priority projects that have been continued from the prior fiscal year and includes several comprehensive municipal service reviews in the North County region. One of these municipal service reviews covering the Escondido region is now complete. Two other projects – policy updates on municipal service review guidelines and out-of-agency services – are nearing their completion. Staff anticipates advancing municipal service reviews on the Oceanside and San Marcos regions in draft form as early as February and these will likely serve as prominent topics for the Commission through the remainder of the fiscal year.

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) 2022-2023 Workplan with Status Notations

ADOPTED WORKPLAN FOR FY2022-2023

Priority	Level	Type	Project	Description and Key Issues	Status
Ongoing	...	Statutory	Applicant Proposals and Requests	LAFCO will prioritize resources to address all applicant proposals and related requests	
Ongoing	...	Administrative	Targeted LAFCO Presentations	LAFCO will prioritize public outreach; emphasis on informing stakeholders ahead of MSR work	
Ongoing	...	Statutory	Workplan and Budget	LAFCO will approve a workplan and budget and preform quarterly reviews throughout the fiscal year	
1	High	Administrative	Recruiting, Hiring + Onboarding New Staff	Fill two vacated budgeted positions involving the Administrative Assistant and Analyst I/II/III	Underway
2	High	Statutory	Policy Review MSRs	Consider revisions to existing policies on MSRs to enhance community engagement procedures	Near Completion
3	High	Statutory	Policy Review Outside Services	Consider revisions to existing policies on overseeing outside services – including exemptions	Near Completion
4	High	Statutory	MSR San Marcos Region	Complete the scheduled reviews of the City of San Marcos, San Marcos FPD, & Vallecitos WD	Underway
5	High	Statutory	MSR Vista Region	Complete the scheduled reviews of the City of Vista, Vista ID, Vista FPD, & Buena SD	Underway
6	High	Statutory	MSR Oceanside Region	Complete scheduled reviews of the City of Oceanside, Oceanside Harbor, and Morro Hills CSD	Underway
7	High	Statutory	MSR Carlsbad Region	Complete scheduled reviews of the City of Carlsbad as well as Carlsbad MWD and Leucadia WWD	Pending
8	High	Administrative	RCD Ad Hoc Committee	Coordinate work of the Ad Hoc Committee in implementing recommendations in MSR on RCDs in San Diego County	Underway
9	High	Statutory	Policy Review Commission Rule No. 4	Complete a comprehensive update to Rule No. 4 and its provisions to address special districts' service functions and classes	Underway
10	High	Administrative	Website Refresh	Initiate a refresh of the LAFCO website to include more user-friendly tools and expanded content	Underway
11	Moderate	Administrative	SALC Grant Ag Trends	Continue second year of SALC grant award to identify and track agricultural trends in San Diego County	Underway
12	Moderate	Statutory	MSR CWA-MET	Initiate scheduled review of wholesale water suppliers – CWA (comprehensive) and MET (abbreviated)	Pending
13	Moderate	Administrative	Special Districts Advisory Committee	Provide administrative support to the Special Districts Advisory Committee and hold no less than three formal meetings in FY	Underway
14	Moderate	Administrative	Cities Advisory Committee	Provide administrative support to the Cities Advisory Committee and hold no less than two formal meetings in FY	Underway
15	Moderate	Statutory	Special District Elections	Conduct special district elections for two seats (regular and alternate) on the Commission	Underway
16	Moderate	Administrative	2021-2022 Audit	Complete outside audit of financial statements for 2021-2022 for and ensure consistency with accounting standards	Pending
17	Moderate	Administrative	Legislative Proposal G.C. 56133	Sponsor and/or otherwise facilitate an amendment to clarify LAFCOs' determine exemption eligibility under Section 56133	Underway
18	Moderate	Statutory	Policy Review Island Annexations	Consider options to define “substantially surrounded” and provide related mapping to inform update to island annexation policies	Pending
19	Moderate	Statutory	MSR Escondido Region Part II	Complete the scheduled review of the City of Escondido via an addendum process in partnership with the City and Concordia Homes	Completed
20	Moderate	Statutory	Governance Study Escondido Region	Prepare study identifying and analyzing the merits of potential reorganizations involving the City of Escondido and Rincon del Diablo MWD	Pending
21	Moderate-Low	Administrative	Annual Local Agency Directory	Update and publish an annual local agency directory subject to LAFCO oversight	Pending
22	Moderate-Low	Administrative	SOI/MSR Annual Report	Update and publish an annual report documenting all recorded municipal service review and sphere of influence actions	Pending
23	Moderate-Low	Administrative	Commissioner Onboarding Packets	Create onboarding packets for new Commissioners to help orient new members to key roles, duties, and organizational practices	Pending
24	Moderate-Low	Administrative	Informational Report LAFCO at 60	Prepare a report on San Diego LAFCO's history and key decisions ahead of its 60th Anniversary in June 2023	Underway
25	Moderate-Low	Administrative	Informational Report Property Tax Exchange	Prepare a report primer on current property tax exchange processes in statute and applicable agreements	Pending
26	Low	Administrative	Informational Report JPAs	Prepare a report summarizing JPAs in San Diego County subject to LAFCO reporting under SB 1261	Pending
27	Low	Administrative	Public Access Television	Work with local cable companies and associated non-profits to begin broadcasting LAFCO meetings on local government channels	Pending
28	Low	Administrative	Application Procedures	Streamline existing application packet to be more user-friendly; address new statutory requirements	Pending
29	Low	Administrative	SANDAG	Participate in SANDAG's Technical Working Group (TWG) and provide updates to the Commission on shared interests as needed	Underway
30	Low	Administrative	Southern California LAFCOs	Participate in quarterly meetings with other Southern California LAFCOs and related projects and/or trainings	Underway

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