



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

4a

AGENDA REPORT
 Consent | Action

December 20, 2024

TO: Special Districts Advisory Committee
FROM: Erica Sellen, Commission Clerk
SUBJECT: Approval of Meeting Minutes for September 20, 2024

SUMMARY

The Special Districts Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Friday, September 20, 2024. The minutes are in draft-form and being presented for formal approval with any corrections identified by the Committee.

BACKGROUND

The Ralph M. Brown Act was enacted in 1953 and establishes standards for the public to attend and participate in meetings of local government bodies. The “Brown Act” requires – and among other items – public agencies to maintain written minutes for qualifying meetings.

DISCUSSION

This item is for the Committee to consider approving action minutes prepared by the Committee Secretary for the September 20, 2024 meeting consistent with the Brown Act.

ANALYSIS

The attached action minutes for the September 20, 2024 meeting accurately reflect the Committee’s deliberations as recorded by the Committee Secretary. A video recording of the meeting has also been posted online at www.sdlafco.org/meetings.

<p>Administration Keene Simonds, Executive Officer 2550 Fifth Avenue, Suite 725 San Diego, California 92103 T 619.321.3380 E lafco@sdcounty.ca.gov www.sdlafco.org</p>	<p>Joel Anderson County of San Diego</p> <p>Jim Desmond County of San Diego</p> <p>Nora Vargas, Alt. County of San Diego</p>	<p>Kristi Becker City of Solana Beach</p> <p>Dane White City of Escondido</p> <p>John McCann, Alt. City of Chula Vista</p>	<p>Chair Stephen Whitburn City of San Diego</p> <p>Marni von Wilpert, Alt. City of San Diego</p>	<p>Vice Chair Barry Willis Alpine Fire Protection</p> <p>Jo MacKenzie Vista Irrigation</p> <p>David A. Drake, Alt. Rincon del Diablo</p>	<p>Harry Mathis General Public</p> <p>Brigitte Browning, Alt. General Public</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------

RECOMMENDATION

It is recommended the Committee approve the draft action minutes prepared for the September 20, 2024 special meeting as presented and 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 action minutes prepared for the September 20, 2024 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,



Erica Sellen
Commission Clerk

Attachment: as stated

DRAFT
SAN DIEGO COUNTY LOCAL AGENCY FORMATION COMMISSION
SPECIAL DISTRICTS ADVISORY COMMITTEE
SPECIAL MEETING
September 20, 2024

Olivenhain Municipal Water District
Boardroom
1966 Olivenhain Road
Encinitas, CA 92024

1. 10:00 A.M. – CALL TO ORDER BY CHAIR

Chair Kim Thorner called the meeting to order at 10:05 a.m.

Item 1a
ROLL CALL

Chair Kim Thorner requested a roll call from the Committee Secretary.

Committee Members Present:

Chair Kim Thorner (Olivenhain MWD)
Paul Bushee (Leucadia WWD)
Albert Lau (Santa Fe ID)
Hector Martinez (South Bay ID)
Dave McQuead (Rancho Santa Fe FPD)
Mark Robak (Otay WD)
Mike Sims (Bonita-Sunnyside FPD)
Oliver Smith (Valley Center MWD)

Committee Members Absent:

Vice Chair Jack Bebee (Fallbrook PUD)
Ann Baldrige (RCD Greater San Diego County)
Jeff Egkan (North County FPD)
James Gordon (Deer Springs FPD)
Diane Hansen (Palomar Health HCD)
Marty Miller (Vista ID)
Joel Scalzitti (Helix WD)

The Committee Secretary confirmed a quorum with eight members present. The following members of San Diego LAFCO staff were present at roll call: Executive Officer Keene Simonds; Assistant Executive Officer Priscilla Mumpower; Legal Counsel Aleks Giragosian (virtually); Local Government Analyst I Joelle Burila; GIS Analyst Dieu Ngu; Consultant Chris Cate; and Commission Clerk Erica Sellen serving as Committee Secretary.

Item 1b
PLEDGE OF ALLEGIANCE

Hector Martinez (South Bay ID) led the Pledge of Allegiance.

2. AGENDA REVIEW

Chair Kim Thorner asked the Executive Officer if there were requests to remove or rearrange items on the agenda. The Executive Officer stated no changes were needed to the agenda.

3. OPEN EXPRESSION

Chair Kim Thorner asked if there were any members of the public who wished to address the Committee on a germane topic that is not directly part of the agenda.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

4. CONSENT ITEMS

a) Approval of Meeting Minutes for June 21, 2024 (action)

The Committee considered draft summary minutes prepared for the last meeting held on June 21, 2024. Staff recommends approval as presented.

**

On motion by Hector Martinez and seconded by Paul Bushee, the Committee unanimously approved the minutes for the June 21, 2024 meeting.

5. BUSINESS ITEMS

a) Current Workplan Update on High-Priority Projects | Municipal Service Reviews on Wholesale Water Agencies, Healthcare Districts in San Diego County, and San Diego Association of Governments (information)

The Committee received an update on the current adopted workplan focusing on San Diego LAFCO's highest placed priorities. This included separate municipal service reviews on wholesale water service providers, healthcare districts in San Diego County, and the San Diego Association of Governments (SANDAG). The MSR on wholesale water agencies will include a comprehensive review of the San Diego County Water Authority and a proportional review of the Metropolitan Water District of Southern California. The MSR on healthcare districts will cover the four districts in San Diego County – Fallbrook, Palomar, Grossmont, and Tri-City. The final MSR will study SANDAG and its regional housing, transportation, and climate adaptation service functions. This item was presented for information with an opportunity for Committee members to provide feedback to staff on interests and/or priorities on behalf of special districts in San Diego County.

Staff presentation for wholesale water agencies provided by LAFCO Consultant Chris Cate.

Committee Discussion followed.

Staff presentation for the healthcare district and SANDAG provided by Local Government Analyst I Joelle Burila.

Committee Discussion followed.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

BUSINESS ITEMS CONTINUED...

b) Policy Review |

Special Districts Advisory Committee Rules (discussion + action)

The Committee considered modernizing its formal rules as part of the Commission's adopted workplan. This included reviewing the Committee's purpose and core focuses, composition and elections, and place and time of meetings. This item was presented for discussion with the opportunity for the Committee to provide feedback and direction on returning with a future item for action if requested.

Staff presentation provided by Local Government Analyst I Joelle Burila.

Committee discussion followed with a consensus to form an ad hoc committee to further discuss the Committee rules. The following members volunteered to be on the committee: Al Lau, Oliver Smith, Paul Bushee, Kim Thorner, Dave McQuead, and Mark Robak.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

c) Updated Rolling Five-Year Study Schedule (information)

The Committee received an update on the Commission's rolling five-year study schedule. This update follows the Commission's action in August 2024 to adjust the coverage period from FY2024-2028 to FY2025-2029, aligning the study schedule with the Commission's adopted workplan. The first two years of the rolling five-year schedule remain largely intact, continuing to cover municipal service reviews as outlined in the workplan while accommodating the fact that some studies may require more than one year to complete. A new study has been added to the first two-year period, focusing on a previously unscheduled municipal service review on SANDAG and its regional housing, transportation, and climate adaptation functions. Additionally, certain regional studies have been reorganized to better address multi-city special districts, and a new study on airports has been included in the fifth year. This item was presented for information only.

Staff presentation provided by Assistant Executive Officer Priscilla Mumpower.

Committee discussion followed.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

d) Proposal for "Special District Spotlight" at Quarterly Meetings (discussion + action)

The Committee considered a proposal by staff to introduce a "Special District Spotlight" at quarterly meetings, where each district would have the opportunity to host a meeting on a rotating basis. This proposal aims to allow districts to showcase their recent achievements, innovative projects, and future plans. The hosting district could provide a presentation on their activities and, if desired, offer a tour of their facilities to give Committee members and staff insight into their operations. The proposal seeks to enhance collaboration, share best practices, and strengthen connections among districts. Staff presented this item as a verbal report.

BUSINESS ITEMS CONTINUED...

Continued Item 5d | Proposal for “Special District Spotlight” at Quarterly Meetings (discussion + action)

Assistant Executive Officer Priscilla Mumpower provided the verbal staff report.

Committee discussion followed with the following districts offering to host the next Special Districts Advisory Committee meetings: Hector Martinez (South Bay ID), Dave McQuead (Rancho Santa Fe FPD), Mike Sims (Bonita-Sunnyside FPD), and Paul Bushee (Leucadia WWD).

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

6. COMMITTEE MEMBER REPORTS

- Paul Bushee noted Leucadia WWD is participating in a Student Career Day on October 10th.
- Mark Robak stated Otay WD’s board member Tim Smith retired, and Frank Rivera was appointed. Mr. Robak also thanked LAFCO staff on their social media outreach.
- Mike Sims (Bonita-Sunnyside FPD) will retire in 2025. Chair Thorner congratulated Mr. Sims on his upcoming retirement and thanked him for his service on the Committee.

7. LAFCO EXECUTIVE OFFICER REPORT

Executive Officer Keene Simonds noted the following items:

- Harry Mathis was appointed as the Regular Public Member on the Commission and from formerly serving as the Alternate. Brigette Browning was appointed to the Commission as the Alternate Public Member.
- New LAFCO staff members: Local Government Analyst I Joelle Burila, Local Government Analyst I Meghan Traynor, and Communications Associate Aiden Velasquez.
- LAFCO Consultant Stephen Abbott has retired.
- Update on the Port of San Diego. An agreement is anticipated by the end of the year.

8. ADJOURNMENT

With no further business, the Special Districts Advisory Committee meeting was adjourned at 11:29 a.m.

Attest:

Erica Sellen
Committee Secretary