



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

**4a**

**AGENDA REPORT**  
 Consent | Action

December 19, 2024

**TO:** Cities Advisory Committee  
**FROM:** Michaela Peters, Local Government Analyst II  
**SUBJECT:** Approval of Meeting Minutes for March 14, 2024

**SUMMARY**

The Cities Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Thursday, March 14, 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 March 14, 2024 meeting consistent with the Brown Act.

**ANALYSIS**

The attached action minutes for the March 14, 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](http://www.sdlafco.org/meetings).

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

It is recommended the Committee approve the draft action minutes prepared for the March 14, 2024 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 March 14, 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,



Michaela Peters  
Local Government Analyst II

Attachment: as stated

**DRAFT**  
**SAN DIEGO COUNTY LOCAL AGENCY FORMATION COMMISSION**  
**AD HOC CITIES ADVISORY COMMITTEE**  
**SPECIAL MEETING**  
**March 14, 2024**

San Diego County Administration Center  
1600 Pacific Highway, Room 302  
San Diego, California 92101

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

Moderator, Executive Officer Keene Simonds called the meeting to order at 10:05 a.m.

**Item 1a**  
**ROLL CALL**

The Interim Committee Secretary performed the roll call with the following attendance recorded. Twelve cities were represented.

Committee Members Present:

Chula Vista | Tiffany Allen (regular)  
Coronado | Tina Friend (regular)  
Encinitas | Lois Yum (alternate)  
Escondido | Christopher McKinney (alternate)  
Imperial Beach | Tyler Foltz (regular)  
La Mesa | Lynnette Santos (regular)  
Lemon Grove | Lydia Romero (regular)  
National City | Martin Reeder (regular)  
Poway | Wendy Kaserman (alternate)  
San Marcos | Janelle Laughlin (alternate)  
Santee | Michael Coyne (alternate)  
Vista | Allison McLaughlin (alternate)

Committee Members Absent:

Carlsbad | Paz Gomez (regular)  
Carlsbad Gary Barberio (alternate)  
Chula Vista | Laura Black (alternate)  
Coronado | Tony Winney (alternate)  
Del Mar | Ashley Jones (regular)  
Del Mar | Clem Brown (alternate)  
El Cajon | Vince DiMaggio (regular)  
Encinitas | Pamela Antil (regular)  
Encinitas | Jennifer Campbell (alternate)  
Escondido | Sean McGlynn (regular)  
Imperial Beach | Erika Cortez-Martinez (alternate)  
Oceanside | Jonathan Borrego (regular)  
Poway | Chris Hazeltine (regular)  
San Diego | Adrian Granda (regular)  
San Marcos | Michelle Bender (regular)  
Santee | Marlene Best (regular)  
Solana Beach | VACANT  
Vista | John Conley (regular)

The following members of San Diego LAFCO staff were present at roll call: Executive Officer Keene Simonds; Assitant Executive Officer Priscilla Mumpower; GIS Analyst Dieu Ngu; Consultant Adam Wilson; Consultant Chris Cate; and Local Government Analyst Michaela Peters serving as Committee Secretary.

**Item 1b**

**PLEDGE OF ALLEGIANCE**

Chris McKinney (Escondido) led the Pledge of Allegiance.

**2. AGENDA REVIEW**

Executive Officer Keene Simonds stated Item 3 (Committee Member Reports) would be moved before Item 6 (Open Expression) to ensure ample meeting time and continued to give an outline of the day’s meeting. The Committee proceeded with introductions.

**3. COMMITTEE MEMBER REPORTS**

Executive Officer Keene Simonds noted the meeting has a stop-time of 11:15 a.m. and stated this Agenda Item will be moved in front of Agenda Item 6, Open Expression.

**4. BUSINESS ITEMS**

**a) Approval of Meeting Minutes for March 17, 2023 (action)**

The Committee considered draft summary minutes prepared for the last meeting held on March 17, 2023. Staff recommends approval as presented.

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On motion by Lynette Santos (La Mesa), seconded by Michael Coyne (Santee), the Committee unanimously approved the minutes for the March 17, 2023, meeting.

**b) Informational Report |**

**Property Tax Allocations and Exchanges in San Diego County (information)**

The Committee received an informational report in the form of a brochure on property tax allocation and exchanges in San Diego County. The item was prepared as an administrative holdover from the prior fiscal year workplan with a focus on the decision-making process with respect to whether property taxes will be reapportioned among local agencies in conjunction with LAFCO approving jurisdictional changes. The item was presented as information.

Staff presentation provided by Local Government Analyst Michaela Peters followed by additional comments from the Executive Officer.

Questions were received from the following members:

- Chris McKinney, Escondido
- Tyler Foltz, Imperial Beach

Executive Officer expressed San Diego LAFCO would be willing to have a 1:1 conversation with any city that may be interested in discussing their specific property tax exchange allocation and master property tax agreements.

**c) Current Workplan Update on High Priorities (information)**

The Committee received an update on the current adopted workplan and specific to San Diego LAFCO's highest placed priorities involving separate municipal service reviews on wholesale water service providers and healthcare districts. The update was provided for information with the opportunity for Committee member to provide feedback to staff in helping to address interests and/or priorities on behalf of cities in San Diego County.

Staff presentation provided by LAFCO Consultants Chris Cate and Adam Wilson.

Executive Officer added comment inviting cities to solicit a professional or community member to help in addressing clinics with respect to the Healthcare Districts Municipal Service Review (MSR).

Questions were received from the following members:

- Chris McKinney, Escondido
- Wendy Kaserman, Poway

**d) Review Proposed Workplan and Budget for 2024-2025 (discussion + possible advisory action)**

The Committee received a presentation on San Diego LAFCO's proposed workplan and budget for 2024-2025. The draft workplan outlines 30 activities in priority order and headlined by continuing municipal service reviews on wholesale water service providers and healthcare districts as well as grant work evaluating economic conditions for certain agricultural crops. Several new projects round out the draft workplan and headlined by initiating a municipal service review on the San Diego Association of Local Governments. The draft workplan informs the draft budget, which totals \$2.9 million in matching expenses and revenues. More than four-fifths of total expenses –\$2.4 million– covers operating costs and represents an increase of 6.3% and largely ties to inflationary adjustments plus targeted enhancements in certain non-labor accounts as detailed. The item was for discussion and feedback with the option for the Committee to make formal requests and/or recommendations to the Commission ahead of their consideration of both items in May 2024.

Staff presentation provided by LAFCO Assistant Executive Officer Priscilla Mumpower.

Questions were received from the following members:

- Tina Friend, Coronado

Executive Officer offers Committee the option to change Cities Advisory Committee meetings to once a year, twice a year, or every two years.

Executive Officer also explained the prioritization of the 30 annual workplan projects.

**BUSINESS ITEMS CONTINUED ...**

**Item 4d Continued | Review Proposed Workplan and Budget for 2024-2025**

Comments were received from the following members:

- Tina Friend, Coronado
- Tyler Foltz, Imperial Beach
- Lynette Santos, La Mesa
- Wendy Kaserman, Poway
- Tiffany Allen, Chula Vista
- Chris McKinney, Escondido
- Michael Coyne, Santee

**e) Draft Policy Update on Out-of-Agency Services (discussion)**

The Committee reviewed an update of a draft policy to govern out-of-agency service activities in San Diego County. The preparation of the draft policy itself ties to the adopted workplan and premised on providing clear rules of engagement between local agencies and LAFCO with respect to the former complying with Government Code Section 56133 and receiving LAFCO approval before providing contract out-of-agency services. The draft had been further refined based on Commission and Special Districts Advisory Committee input. The item was presented for discussion and possible action with respect to making recommendations.

Staff presentation provided by Local Government Analyst Michaela Peters.

Executive Officer provided additional supporting comments in regard to the proposed policy and gave recent examples of where this policy proves necessary and helpful.

Comments were received from the following members:

- Tyler Foltz, Imperial Beach
- Wendy Kaserman, Poway
- Tiffany Allen, Chula Vista

**5. LAFCO EXECUTIVE OFFICER REPORT**

None.

**6. OPEN EXPRESSION**

Executive Officer Keene Simonds 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. No comments or announcements were made by the Committee members present.

**7. ADJOURNMENT**

The Cities Advisory Committee meeting was adjourned at 11:12 a.m.

Attest:



Michaela Peters  
Interim Commission Clerk

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