



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

**4a**

**AGENDA REPORT**  
 Consent | Action

March 20, 2025

**TO:** Cities Advisory Committee  
**FROM:** Erica Sellen, Commission Clerk  
**SUBJECT:** Approval of Meeting Minutes for December 19, 2024

**SUMMARY**

The Cities Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Thursday, December 19, 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 December 19, 2024 meeting consistent with the Brown Act.

**ANALYSIS**

The attached action minutes for the December 19, 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          E <a href="mailto:lafco@sdcounty.ca.gov">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>Vacant, 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>Vacant</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 December 19, 2024 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 December 19, 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**  
**AD HOC CITIES ADVISORY COMMITTEE SPECIAL MEETING**

**DECEMBER 19, 2024**

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

**1. 1:30 P.M. – CALL TO ORDER**

Executive Officer Keene Simonds called the meeting to order at 1:37 p.m.

**Item 1a**

**ROLL CALL**

Committee Secretary Erica Sellen performed the roll call with the following attendance recorded. Ten cities were represented.

**Regular Members Present:**

Carlsbad | Paz Gomez (regular)  
Chula Vista | Tiffany Allen (regular)  
Coronado | Tina Friend (regular)  
Escondido | Sean McGlynn (regular)  
Imperial Beach | Tyler Foltz (regular)  
Lemon Grove | Lydia Romero (regular)  
National City | Martin Reeder (regular)  
San Diego | Dion Akers (regular)  
Santee | Marlene Best (regular)  
Solana Beach | Alyssa Muto (regular)

**Alternate Members Present:**

None

**Regular Members Absent:**

Del Mar | Ashley Jones (regular)  
El Cajon | Vince DiMaggio (regular)  
Encinitas | Pamela Antil (regular)  
La Mesa | Lynnette Santos (regular)  
Oceanside | Jonathan Borrego (regular)  
Poway | Chris Hazeltine (regular)  
San Marcos | Michelle Bender (regular)  
Vista | John Conley (regular)

The following members of San Diego LAFCO staff were present at roll call: Executive Officer Keene Simonds; Assistant Executive Officer Priscilla Mumpower; Commission Counsel Aleks Giragosian; Local Government Analyst II Michaela Peters; Local Government Analyst I Joelle Burila; Local Government Analyst I Meghan Traynor; Communications Associate Aiden Velasquez; GIS Analyst Dieu Ngu; and Commission Clerk Erica Sellen. LAFCO Consultants Chris Cate and Adam Wilson were also present at the meeting.

**Item 1b**

**PLEDGE OF ALLEGIANCE**

LAFCO Consultant Chris Cate led the Pledge of Allegiance.

**2. AGENDA REVIEW**

Executive Officer Keene Simonds outlined the meeting agenda and had LAFCO staff proceed with self-introductions. Simonds also stated Agenda Item 4c will be pulled from Consent and moved to the beginning of Business.

**3. COMMITTEE MEMBER REPORTS**

Executive Officer Keene Simonds noted the meeting had a stop-time of 3:00 p.m. and stated this Agenda Item will be moved in front of Agenda Item 6, EO Report.

No member reports provided.

**4. CONSENT ITEMS**

**a) Approval of Meeting Minutes for March 14, 2024 (action)**

The Committee considered draft summary minutes prepared for the last meeting held on March 14, 2024. Recommendation to approve.

**b) Update on 2024-2025 Workplan (information)**

The Committee received an update on the adopted workplan and activities associated with the 30 special projects set for 2024-2025. Information only.

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On motion by Dion Akers (San Diego), seconded by Lydia Romero (Lemon Grove), the Committee unanimously approved the Consent Calendar.

**5. BUSINESS ITEMS**

**Item 4c (moved from Consent)**

**Approved Policy on Conducting Municipal Service Reviews (L-106) (discussion)**

The Committee received an update on the recently approved Legislative Policy 106 and its governing provisions related to conducting municipal service reviews. The policy – approved by the Commission in November 2024 – formalizes existing practice to provide all subject agencies an opportunity to review complete draft reports on municipal service reviews prior to their public presentation. Information only.

Staff presentation provided by Assistant Executive Officer Priscilla Mumpower followed by additional comments from the Executive Officer.

## BUSINESS ITEMS CONTINUED

### Item 4c (moved from Consent) Continued...

Comments were received from the following members:

- Tyler Foltz, Imperial Beach
- Alyssa Muto, Solana Beach
- Sean McGlynn, Escondido
- Dion Akers, San Diego

Committee discussion followed. No action.

### a) Draft Policy on Public Member Appointments (discussion + possible action)

The Committee reviewed a draft policy to establish rules and procedures in making regular and alternate public member appointments. The item ties to the adopted workplan and presented in advance of the current regular public member's four-year term expiring in May 2025. The draft builds on recent practice and feedback provided by the Commission at its December 2, 2024 meeting and collectively aims to create a clear and known process. Staff anticipates drawing on the Committee feedback in presenting a final draft version to the Commission for action in February 2025.

Staff presentation provided by Assistant Executive Officer Priscilla Mumpower.

Comments were received from the following members:

- Lydia Romero, Lemon Grove
- Marlene Best, Santee

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On motion by Lydia Romero (Lemon Grove), seconded by Tyler Foltz (Imperial Beach), with Tina Friend (Coronado) voting no, the Committee made a formal recommendation to establish term limits.

### b) Current Workplan Update on High Priority Project | MSR on Wholesale Water Agencies: San Diego County Water Authority and Metropolitan Water District of Southern California (information)

The Committee received an update on the status of the scheduled municipal service review on wholesale water agencies covering a comprehensive evaluation of the San Diego County Water Authority and a limited evaluation of the Metropolitan Water District of Southern California. The update is provided for information with an opportunity for Committee members to provide feedback on work to date as well as pending steps. Information only.

Staff presentation provided by LAFCO Consultants Chris Cate.

No Committee comments or discussion.

**c) Current Workplan Update on High Priority Project |  
MSR Update on San Diego Association of Governments (information)**

The Committee received an update on the status of the scheduled municipal service review on San Diego Association of Governments (SANDAG) and its transportation, housing, and climate adaptation functions. The update is provided for information with an opportunity for Committee members to provide feedback on work to date as well as pending steps. Information only.

Staff presentation provided by Local Government Analyst I Joelle Burila.

Comments were received from the following members:

- Marlene Best, Santee
- Lydia Romero, Lemon Grove
- Paz Gomez, Carlsbad
- Tiffany Alle, Chula Vista
- Tina Fried, Coronado
- Alyssa Muto, Solana Beach
- Tyler Foltz, Imperial Beach
- Dion Akers, San Diego

Committee discussion followed. No action.

**d) Current Workplan Update on High Priority Project |  
MSR Update on Healthcare Districts in San Diego County (information)**

The Committee received an update on the status of the scheduled municipal service review on healthcare districts in San Diego County and core functions provided by Fallbrook, Palomar, Grossmont, and Tri-City. The update is provided for information with an opportunity for Committee members to provide feedback on work to date as well as pending steps. Information only.

Staff presentation provided by Local Government Analyst II Michaela Peters.

No Committee comments or discussion.

**5. LAFCO EXECUTIVE OFFICER REPORT**

At the request of Dion Akers (San Diego), staff provided an update on the status of the petitions filed to incorporate La Jolla.

**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.

**7. ADJOURNMENT**

The Cities Advisory Committee meeting was adjourned at 2:45 p.m.

Attest:

Erica Sellen  
Committee Secretary

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