



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

4a

AGENDA REPORT
 Consent | Action

April 18, 2025

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

SUMMARY

The Special Districts Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Friday, December 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 December 20, 2024 meeting consistent with the Brown Act.

ANALYSIS

The attached action minutes for the December 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>Vacant, 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>Mami 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>Vacant General Public</p> <p>Brigitte Browning, Alt. General Public</p>
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RECOMMENDATION

It is recommended the Committee approve the draft action minutes prepared for the December 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 December 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
December 20, 2024

County of San Diego Administration Center
1600 Pacific Highway, Room 402
San Diego, California 92101

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

Chair Kimberly Thorner called the meeting to order at 10:04 a.m.

Item 1a
ROLL CALL

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

Committee Members Present:

Chair Kimberly Thorner (Olivenhain MWD)
Vice Chair Jack Bebee (Fallbrook PUD)
Ann Baldridge (RCD Greater San Diego County)
Paul Bushee (Leucadia WWD)
Jeff Egkan (North County FPD)
James Gordon (Deer Springs FPD)
Albert Lau (Santa Fe ID)
Dave McQuead (Rancho Santa Fe FPD)
Marty Miller (Vista ID)
Mark Robak (Otay WD)
Joel Scalzitti (Helix WD)
Mike Sims (Bonita-Sunnyside FPD)
Oliver Smith (Valley Center MWD)

Committee Members Absent:

Hector Martinez (South Bay ID)

The Committee Secretary confirmed a quorum with thirteen members present. 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 serving as Committee Secretary. LAFCO Consultants Chris Cate and Adam Wilson were also present.

Item 1b
PLEDGE OF ALLEGIANCE

Oliver Smith (Valley Center MWD) led the Pledge of Allegiance.

2. AGENDA REVIEW BY CHAIR

Chair Kimberly 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 Kimberly 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 September 20, 2024 (action)

The Committee considered draft summary minutes prepared for the last meeting held on September 20, 2024. Staff recommends approval as presented.

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.

c) Approved Policy on Conducting Municipal Service Reviews (L-106) (information)

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.

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On motion by Oliver Smith, seconded by Mike Sims, with Marty Miller, Joel Scalzitti, and James Gordon abstaining for Item 4a, the Committee approved the Consent Calendar.

5. BUSINESS ITEMS

a) Draft Policy on Public Member Appointments (discussion)

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.

Committee discussion followed with a recommendation to clarify appointment eligibility. No action.

BUSINESS ITEMS CONTINUED...

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.

Committee discussion followed. No action.

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.

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.

Committee discussion followed. No action.

e) Update on Policy Review | SDAC Rules (discussion + feedback)

The Committee received an update regarding its ongoing review of the Committee's rules and efforts to modernize them. This item ties to the Commission's adopted workplan and involves a comprehensive review of the Committee's rules, focusing on its purpose and core focuses, composition and elections, and place and time of meetings. The update is provided for information with an opportunity for Committee members to provide feedback and direction, in advance of staff presenting a future item for action.

Staff presentation provided by Local Government Analyst I Joelle Burila.

Committee discussion followed. No action.

6. COMMITTEE MEMBER REPORTS

- Ann Baldrige shared that her board president, Fire Chief Don Butz, was recognized as fire chief of the year with the San Diego County Fire Chiefs Association.
- Mike Sims (Bonita-Sunnyside FPD) will retire in 2025. Chair Thorner congratulated Mr. Sims on his upcoming retirement.

There was discussion from the Committee to start the new terms in 2026/2028. The chair asked for a motion. On motion of Paul Bushee and seconded by Mark Robak, the Committee approved the terms starting on January 2026 and January 2028.

7. EXECUTIVE OFFICER REPORT

Executive Officer Keene Simonds noted the following item:

- Update on the Port of San Diego.

8. ADJOURNMENT

With no further business, the Special Districts Advisory Committee meeting was adjourned at 11:24 a.m.

Attest:

Erica Sellen
Committee Secretary