



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

4a

AGENDA REPORT
 Consent | Action

October 17, 2025

TO: Special Districts Advisory Committee
FROM: Erica Sellen, Commission Clerk
SUBJECT: Approval of Meeting Minutes for July 18, 2025

SUMMARY

The Special Districts Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Friday, July 18, 2025. 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 July 18, 2025 meeting consistent with the Brown Act.

ANALYSIS

The attached action minutes for the July 18, 2025 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>Paloma Aguirre County of San Diego</p> <p>Joel Anderson County of San Diego</p> <p>Monica M. Steppe, 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 Drake, Alt. Rincon del Diablo</p>	<p>Brigette Browning General Public</p> <p>Eileen Delaney, Alt. General Public</p>
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RECOMMENDATION

It is recommended the Committee approve the draft action minutes prepared for the July 18, 2025 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 July 18, 2025 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
July 18, 2025

Rancho Santa Fe Fire Protection District
18027 Calle Ambiente, Suite 101, Cielo Boardroom
Rancho Santa Fe, California 92067

1. 9:30 A.M. – CALL TO ORDER BY CHAIR

Chair Kimberly Thorner called the meeting to order at 9:32 a.m.

Item 1a
ROLL CALL

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

Members Present:

Chair Kimberly Thorner (Olivenhain MWD)
Vice Chair Jack Bebee (Fallbrook PUD)
Ann Baldrige (RCD Greater San Diego County)
James Gordon (Deer Springs FPD)
Albert Lau (Santa Fe ID) (arrived at 9:43 a.m.)
Rachel Mason (Fallbrook Regional HD)
Dave McQuead (Rancho Santa Fe FPD)
Mark Robak (Otay WD)
Mike Sims (Bonita-Sunnyside FPD)

Members Absent:

Paul Bushee (Leucadia WWD)
Jeff Egkan (North County FPD)
Hector Martinez (South Bay ID)
Marty Miller (Vista ID)
Joel Scalzitti (Helix WD)
Oliver Smith (Valley Center MWD)

The Committee Secretary confirmed a quorum with nine members present. The following members of San Diego LAFCO staff were present at roll call: Executive Officer Keene Simonds; Assistant Executive Officer Priscilla Mumpower; Local Government Analyst II Michaela Peters; 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 Pat Bouteller, Mike Stein, and Tom Kennedy were also present.

Item 1b
PLEDGE OF ALLEGIANCE

Dave McQuead (Rancho Santa Fe FPD) 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.

Chair Thorner invited Chief Dave McQuead to go over house rules and discuss the option of taking a tour after the meeting.

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 April 18, 2025 (action)

The Committee considered draft summary minutes prepared for the last meeting held on April 18, 2025. Recommendation to approve as presented.

b) Progress Report on 2025-2026 Workplan (information)

The Committee received an update on the adopted workplan and activities related to the 30 special projects scheduled for 2025-2026. Information only.

c) Policy Amendments |

Commission Approved Special Districts Advisory Committee Rules (information)

The Committee received an update on the recently approved amendments to its formal rules. These amendments were presented to the Commission at its June 2, 2025 meeting – following the Committee’s approval in April – and received approval with a few modifications. Information only.

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On motion by Mike Sims (Bonita-Sunnyside FPD) and seconded by Dave McQuead (Rancho Santa Fe FPD), the Committee unanimously approved the Consent Calendar.

5. BUSINESS ITEMS

a) Legislative Report (information)

The Committee received a report summarizing legislative items of interest related to LAFCO’s regulatory and planning responsibilities. The report specifically highlights seven bills with potential material implications for LAFCOs, including two measures – AB 356 (Patel) and AB 448 (Patel) – that directly involve the Palomar Healthcare District. During the June 2, 2025 LAFCO meeting, the Commission formally voted to adopt a support position for AB 356, if amended, and AB 448. Information only.

Staff presentation provided by Local Government Analyst I Meghan Traynor.

Chair Thorner proceeded to invite questions and/or comments from the Committee.

General discussion followed. No action.

BUSINESS ITEMS CONTINUED...

b) Current Workplan Update on High Priority Project |

Municipal Service Review on Healthcare Districts in San Diego County (information)

The Committee received an update on the current adopted workplan focusing on one of San Diego LAFCO's highest placed priorities involving a Municipal Service Review (MSR) on the four healthcare districts in San Diego County including: Fallbrook, Palomar, Grossmont, and Tri-City. The review will be divided into two parts and will encompass: an overarching analysis of the district's services (macro report), followed by a detailed examination (micro report). The update was provided 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 provided by Local Government Analyst II Michaela Peters.

Chair Thorner proceeded to invite questions and/or comments from the Committee.

General discussion followed. No action.

c) Current Workplan Update on High Priority Project |

Municipal Service Review on Wholesale Water Agencies in San Diego County (information)

The Committee received an update on the current adopted workplan, with a focus on San Diego LAFCO's highest-priority project involving a Municipal Service Review (MSR) of wholesale water agencies operating within San Diego County. This MSR includes a comprehensive review of the San Diego County Water Authority (CWA) and a proportional review of the Metropolitan Water District of Southern California (MET). The update was provided 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 provided by Assistant Executive Officer Priscilla Mumpower with introduction of new LAFCO Consultant Pat Bouteller.

Chair Thorner proceeded to invite questions and/or comments from the Committee.

General discussion followed covering topics including CWA rates, financial matters, the recent settlement with MWD, and governance issues. No action.

d) Special Governance Study on the Oceanside Small Craft Harbor District (discussion)

The Committee reviewed a preliminary scope of work involving a special governance study on the Oceanside Small Craft Harbor District (SCHD). This study ties to the Commission's adopted workplan and a formal recommendation adopted as part of the Municipal Service Review (MSR) on the Oceanside region. This item was presented to the Committee for discussion with an opportunity to offer input prior to staff finalizing the scope of work.

Staff presentation provided by Local Government Analyst II Michaela Peters.

Chair Thorner proceeded to invite questions and/or comments from the Committee.

General discussion followed. The Executive Officer then invited members to form a working group to help inform the progression of the governance study. No action.

6. COMMITTEE MEMBER REPORTS

- Mike Sims noted that the SDCWA will provide a “Water 101” presentation to the Fire Chief’s Association on August 7th at 9:30am.
- Dave McQuead thanked Albert Lau and Kimberly Thorner for their collaboration at a recent town hall meeting held on July 16th to discuss emergency preparedness and coordination between utility and fire service providers.
- Ann Baldrige provided a final SALC 1.0 bounded report.
- Chair Kimberly Thorner provided an update on a recent presentation she delivered at the State Senate.

7. EXECUTIVE OFFICER REPORT

Executive Officer Keene Simonds noted the following items:

- Introduced new LAFCO Consultant Pat Bouteller.
- Local Government Analyst I Joelle Burila welcomed a baby girl and will be on maternity leave through the balance of the calendar year.
- A regular public member is expected to be appointed at LAFCO’s August 4th meeting.

8. ADJOURNMENT

With no further business, the Special Districts Advisory Committee meeting was adjourned at 10:47 a.m.

Attest:

Erica Sellen
Committee Secretary