



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

**4a**

**AGENDA REPORT**  
 Consent | Action

January 16, 2026

**TO:** Special Districts Advisory Committee  
**FROM:** Erica Sellen, Commission Clerk  
**SUBJECT:** Approval of Meeting Minutes for October 17, 2025

**SUMMARY**

The Special Districts Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Friday, October 17, 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 October 17, 2025 meeting consistent with the Brown Act.

**ANALYSIS**

The attached action minutes for the October 17, 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](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>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 October 17, 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 October 17, 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**  
**October 17, 2025**

Sweetwater Authority's  
Richard A. Reynolds Groundwater Desalination Facility  
3066 N. 2<sup>nd</sup> Avenue, Hydro Station Room  
Chula Vista, California 91910

**1. 9:30 A.M. – CALL TO ORDER BY CHAIR**

Chair Kimberly Thorner called the meeting to order at 9:33 a.m.

Chair Thorner welcomed new committee member, Tracy Largent with the Port of San Diego and thanked Hector Martinez for hosting the meeting.

**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 Baldridge (RCD Greater San Diego County)  
Paul Bushee (Leucadia WWD)  
James Gordon (Deer Springs FPD)  
Tracy Largent (Port of San Diego)  
Albert Lau (Santa Fe ID)  
Hector Martinez (South Bay ID)  
Dave McQuead (Rancho Santa Fe FPD)  
Marty Miller (Vista ID)  
Mark Robak (Otay WD)  
Mike Sims (Bonita-Sunnyside FPD)

Members Absent:

Jeff Egkan (North County FPD)  
Rachel Mason (Fallbrook Regional HD)  
Joel Scalzitti (Helix WD)

The Committee Secretary confirmed a quorum with twelve 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 Patrick Bouteller, Mike Stein, Tom Kennedy, and Adam Wilson were also present. Chris Palmer, Senior Public Affairs Field Coordinator, CSDA was also present.

**Item 1b**

**PLEDGE OF ALLEGIANCE**

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

## 2. AGENDA REVIEW BY CHAIR

Chair 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 noted the meeting will have a hard stop time of 11:30a.m. so committee members may take a tour of the facility following the meeting.

## 3. OPEN EXPRESSION

Chair 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 July 18, 2025 (action)

The Committee considered draft summary minutes prepared for the last meeting held on July 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) Legislative Report (information)

The Committee received a report on legislation introduced this session relevant to San Diego LAFCO's regulatory and planning responsibilities. The item also provides an update on the Committee's interest and related San Diego LAFCO workplan direction to pursue legislation addressing recent recommendations in a U.C. Berkeley study. Information only, with the opportunity for the Committee to pull for discussion.

### d) Update on Commission Action to Join Monterey LAFCO Amicus Brief (information)

The Committee received an update on San Diego LAFCO's recent action to join an amicus brief in support of Monterey LAFCO's appeal of a trial court decision with potential statewide implications. The Commission approved participation at its October 6<sup>th</sup> meeting and authorized contribution of up to \$1,200. The brief, led by Monterey LAFCO and prepared by Nossaman LLP, seeks to affirm LAFCO decisions are governed by substantial evidence as provided under LAFCO law. Information only.

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On motion by Paul Bushee (Leucadia WWD) and seconded by Dave McQuead (Rancho Santa Fe FPD), the Committee unanimously approved the Consent Calendar.

## 5. BUSINESS ITEMS

### a) Updated Rolling Five-Year Study Schedule (information)

The Committee received a report on the Commission’s rolling five-year study schedule. This update followed the Commission’s action in October 2025 to roll the existing schedule forward and reset the coverage period from FY 2026 through FY 2030, and aligning the study schedule with the adopted workplan. Two notable adjustments are included: removal of the now-completed Oceanside regional review and addition of several new reviews. Consistent with prior practice, the first two years correspond to municipal service reviews authorized and funded in the adopted workplan, including the newly added review of the Port District. The final three years function as an advanced planning tool to signal long-term intentions and provide local agencies and the public with notice of upcoming reviews. Information only, with the opportunity to advance formal comments and/or recommendations to the Commission as needed.

Staff presentation provided by Assistant Executive Officer Priscilla Mumpower.

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

No discussion. No action.

### b) Update on High Priority Project |

#### **Municipal Service Review on Wholesale Water Agencies in San Diego County (discussion)**

The Committee received an update on San Diego LAFCO’s municipal service review (MSR) of wholesale water agencies in San Diego County—one of ten high-priority projects in the adopted 2025–2026 workplan. The study 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). Discussion only, with an opportunity for the Committee to provide input on interests or priorities related to wholesale water service delivery and governance on behalf of special districts in San Diego County.

Staff presentation provided by Assistant Executive Officer Priscilla Mumpower.

Chair Thorner suggested having discussions on each of the four themes presented by the Assistant Executive Officer. Chair Thorner proceeded to invite questions and/or comments from the Committee.

General discussion from several Committee members followed covering the four themes including 1) governance and accountability, 2) potable reuse coordination, 3) defining service adequacy, and 4) encouraging signs. No action.

### c) Update on Sustainable Agricultural Lands Conservation Grant (SALC 2.0) (discussion)

The Committee received update on the Commission’s ongoing Sustainable Agricultural Lands Conservation (SALC) planning grant, known as “SALC 2.0.” This project is being conducted in partnership with the County of San Diego's Planning and Development Services and builds on findings from the initial SALC grant to analyze economic challenges facing small-scale agricultural operations and identify policy solutions. SALC 2.0 is currently in its fifth phase to develop a strategic plan for incentives, technical assistance, regulatory

## **BUSINESS ITEMS CONTINUED...**

### **Item 5c Continued...**

improvements, and other support mechanisms for small-scale agriculture. Staff seeks Committee input on two key topics: incorporating agricultural analysis into the municipal service review program and establishing a regional working group to promote affordable water access for farmers and potential special district participation.

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.

### **d) Workplan Update on High-Mid Priority Project | San Diego LAFCO Website Refresh + Content Expansion (information)**

Due to time constraints, Chair Thorner pulled this agenda item, and it was not heard by the Committee.

### **e) Introduction | San Diego Unified Port District + Related Activities (information)**

The Committee received an introduction to the San Diego Unified Port District. This introduction follows recent actions by San Diego LAFCO to formally include the Port as a special district under its oversight. As part of this action, the Port is now contributing an annual apportionment to LAFCO and is featured in the FY 2025–2026 workplan through the initiation of an inaugural Municipal Service Review. Information only, with an opportunity to provide feedback.

Tracy Largent, Chief Financial Officer/Treasurer of the Port, provided the Committee with an overview of the Port’s mission, governance, and key activities relevant to special districts within San Diego County.

General discussion followed. No action.

### **f) Update: Development of Weighted Water Rate Comparison Formula (discussion)**

The Committee received a verbal report on the development of a weighted water rate comparison formula being prepared in collaboration with consultant Tom Kennedy. The formula is intended for use in upcoming Municipal Service Reviews (MSRs) to enhance the evaluation of agencies’ water rates. The update will highlight progress to date and next steps in incorporating factors such as topography and infrastructure variations among agencies. Discussion and feedback only.

Staff presentation provided by LAFCO Consultant Tom Kennedy.

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

General discussion followed. No action.

**6. COMMITTEE MEMBER REPORTS**

None.

**7. EXECUTIVE OFFICER REPORT**

Executive Officer Keene Simonds asked the Assistant Executive Officer to give an update on the Committee’s Call for Nominations.

The Committee Secretary noted nominations are due no later than 5:00 p.m. on Friday, October 31, 2025.

**8. ADJOURNMENT**

With no further business, the Special Districts Advisory Committee meeting was adjourned at 11:47 a.m.

Attest:

Erica Sellen  
Committee Secretary

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