



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

**7c**

**AGENDA REPORT**  
 Business | Action

March 2, 2026

**TO:** Chair Becker and Commissioners

**FROM:** Priscilla Mumpower, Assistant Executive Officer  
 Aleks Giragosian, Commission Deputy Counsel

**SUBJECT: Request to Authorize the Cities Advisory Committee to Conduct Meetings Remotely and Related Findings**

**SUMMARY**

The San Diego County Local Agency Formation Commission (LAFCO) will consider authorizing its Cities Advisory Committee (CAC) to conduct meetings remotely in accordance with Senate Bill No. 707 (“SB 707”) and Government Code Section 54953.8.6. Effective January 1, 2026, SB 707 permits a governing legislative body to authorize an eligible subsidiary advisory body to meet via teleconference under specified conditions. The CAC qualifies as an eligible advisory body under State law and authorization of remote meetings requires the Commission to adopt prescribed findings, including designation of a primary physical meeting location for purposes of public access and agenda posting. This item is presented for Commission consideration and action. Staff recommend approval of the requested authorization and adoption of the required findings, as outlined in this report.

**BACKGROUND**

**Remote Meetings & State Law**

Senate Bill No. 707 (“SB 707”), effective January 1, 2026, authorizes a legislative body to permit an eligible subsidiary body to conduct meetings via teleconference under the Brown

<b>Administration</b> 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	<b>Paloma Aguirre</b> County of San Diego  <b>Joel Anderson</b> County of San Diego  <b>Monica M. Steppe, Alt.</b> County of San Diego	<b>Chair Kristi Becker</b> City of Solana Beach  <b>Dane White</b> City of Escondido  <b>John McCann, Alt.</b> City of Chula Vista	<b>Stephen Whitburn</b> City of San Diego  <b>Marni von Wilpert, Alt.</b> City of San Diego	<b>Vice Chair Barry Willis</b> Alpine Fire Protection  <b>Jo MacKenzie</b> Vista Irrigation  <b>David Drake, Alt.</b> Rincon del Diablo	<b>Brigette Browning</b> General Public  <b>Eileen Delaney, Alt.</b> General Public
--	---	---	---	--	---

Act. Government Code Section 54953.8.6 – provided as Attachment One – establishes the conditions under which an eligible advisory body may conduct meetings remotely. Among other requirements, the statute requires the governing legislative body to adopt specified findings in support of remote participation and to designate a primary physical meeting location where members of the public may attend in person, consistent with Government Code Section 54953.8.6(a)(1). Meetings conducted remotely must continue to comply with applicable notice, agenda posting, and public access requirements.

The statute further requires renewal of the governing body’s findings every six months if remote meetings are to continue. These provisions are intended to maintain transparency and public participation while providing flexibility for advisory bodies to conduct business remotely when authorized.

### Cities Advisory Committee

San Diego LAFCO’s Cities Advisory Committee (CAC) was reconstituted in 2018 after having become dormant beginning in the 1990s. The CAC serves in an ad hoc advisory capacity and provides input to the Executive Officer, with particular focus on supporting development and implementation of the Commission’s adopted workplan. All 18 cities in San Diego County are represented on the Committee by their city manager or designee, with moderator duties assigned to the Executive Officer. The Cities Advisory Committee is an eligible legislative body for purposes of SB 707 given it is a committee created by the Commission that serves in an exclusively advisory capacity, with no authority to take final action, and without primary subject matter jurisdiction over elections, budgets, or spending proposals.

### DISCUSSION

This item is presented for the Commission to consider authorizing the CAC to conduct meetings remotely and in doing so enhance public participation and improve member participation and retention by ensuring the Committee can reliably convene and conduct business. The CAC has continuously experienced difficulty achieving a quorum, including cancellation of the March 2025 meeting due to member scheduling conflicts and inability to attend in person. Staff has received feedback from members indicating that remote participation would increase attendance and support more consistent engagement in Committee discussions. If approved, CAC meetings conducted remotely would remain subject to all applicable open meeting requirements, including public notice, agenda accessibility, and opportunities for public comment.

### ANALYSIS

The Cities Advisory Committee serves an important advisory function in support of the LAFCO Executive Officer and in the development and implementation of the Commission’s adopted workplan. The Committee’s ability to meet consistently supports timely input on Commission priorities and related workplan efforts. Government Code Section 54953.8.6 provides a statutory framework for eligible advisory bodies to meet remotely when

authorized by the governing legislative body and supported by required findings, including designation of a primary meeting location for in-person public access. Accordingly, staff recommends the Commission make the following findings and designation:

1. The Commission has considered the circumstances of the Cities Advisory Committee, including recent challenges in achieving a quorum.
2. Teleconference meetings of the Cities Advisory Committee would enhance public access to Committee meetings, and the public has been made aware that remote participation by the public will include the opportunity for audio-visual participation that will be made available at a regularly scheduled meeting and has been provided the opportunity to comment at the Commission's March 2, 2026, regular meeting authorizing the Cities Advisory Committee to meet entirely remotely.
3. Teleconference meetings of the Cities Advisory Committee would promote the attraction, retention, and diversity of eligible city representatives.
4. The Commission designates the offices of the San Diego County Local Agency Formation Commission, located at 2550 Fifth Avenue, Suite 725, San Diego, California 92103, as the primary physical meeting location pursuant to Government Code Section 54953.8.6(a)(1), where agendas shall be posted and where members of the Commission, Cities Advisory Committee, and the public may attend in person.

Staff will return to the Commission every six months, as required, for renewal of the findings.

## **RECOMMENDATION**

It is recommended San Diego LAFCO authorize the Cities Advisory Committee to conduct meetings remotely and adopt the required findings, consistent with Alternative Action One as outlined in the proceeding section.

## **ALTERNATIVES FOR ACTION**

The following alternative actions are available to San Diego LAFCO:

Alternative One:

Adopt the attached resolution – provided as Attachment Two – authorizing the Cities Advisory Committee to conduct fully remote teleconference meetings.

Alternative Two:

Continue the item to a future meeting and provide direction to staff regarding any additional information or analysis requested.

Alternative Three:

Take no action.

## PROCEDURES

This item has been placed on San Diego LAFCO's agenda for action as part of the business calendar. The following procedures are recommended:

- 1) Receive verbal presentation from staff unless waived.
- 2) Invite comments from interested audience members if any.
- 3) Discuss and provide general feedback as needed.

On behalf of the Executive Officer,

A handwritten signature in black ink that reads "Priscilla Mumpower". The signature is written in a cursive, flowing style.

Priscilla Mumpower  
Assistant Executive Officer

Attachments:

1. Government Code Section 54953.8.6 Text
2. Resolution Authorizing the CAC to Meet Remotely

## State of California

### GOVERNMENT CODE

#### Section 54953.8.6

---

54953.8.6. (a) An eligible subsidiary body may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following additional requirements:

(1) The eligible subsidiary body shall designate one physical meeting location within the boundaries of the legislative body that created the eligible subsidiary body where members of the subsidiary body who are not participating remotely shall be present and members of the public may physically attend, observe, hear, and participate in the meeting. At least one staff member of the eligible subsidiary body or the legislative body that created the eligible subsidiary body shall be present at the physical meeting location during the meeting. The eligible subsidiary body shall post the agenda at the physical meeting location, but need not post the agenda at a remote location.

(2) (A) A member of the eligible subsidiary body shall visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform, except if the member has a physical or mental condition not subject to subdivision (c) of Section 54953 that results in a need to participate off camera.

(B) The visual appearance of a member of the eligible subsidiary body on camera may cease only when the appearance would be technologically infeasible, including, but not limited to, when the member experiences a lack of reliable broadband or internet connectivity that would be remedied by joining without video.

(C) If a member of the eligible subsidiary body does not appear on camera due to challenges with internet connectivity, the member shall announce the reason for their nonappearance prior to turning off their camera.

(3) An elected official serving as a member of an eligible subsidiary body in their official capacity shall not participate in a meeting of the eligible subsidiary body by teleconferencing pursuant to this section unless the use of teleconferencing complies with the requirements of paragraph (3) of subdivision (b) of Section 54953.

(4) (A) In order to use teleconferencing pursuant to this section, the legislative body that established the eligible subsidiary body by charter, ordinance, resolution, or other formal action shall make the following findings by majority vote before the eligible subsidiary body uses teleconferencing pursuant to this section for the first time, and every six months thereafter:

(i) The legislative body has considered the circumstances of the eligible subsidiary body.

(ii) Teleconference meetings of the eligible subsidiary body would enhance public access to meetings of the eligible subsidiary body, and the public has been made aware of the type of remote participation, including audio-visual or telephonic, that will be made available at a regularly scheduled meeting and has been provided the opportunity to comment at an in-person meeting of the legislative body authorizing the subsidiary body to meet entirely remotely.

(iii) Teleconference meetings of the eligible subsidiary body would promote the attraction, retention, and diversity of eligible subsidiary body members.

(B) (i) An eligible subsidiary body authorized to use teleconferencing pursuant to this section may request to present any recommendations it develops to the legislative body that created it.

(ii) Upon receiving a request described in clause (i), the legislative body that created the subsidiary body shall hold a discussion at a regular meeting held within 60 days after the legislative body receives the request, or if the legislative body does not have another regular meeting scheduled within 60 days after the legislative body receives the request, at the next regular meeting after the request is received.

(iii) The discussion required by clause (ii) shall not be placed on a consent calendar, but may be combined with the legislative body's subsequent consideration of the findings described in subparagraph (A) for the following 12 months.

(iv) The legislative body shall not take any action on any recommendations included in the report of a subsidiary body until the next regular meeting of the legislative body following the discussion described in clause (ii).

(C) After the legislative body makes the findings described in subparagraph (A), the eligible subsidiary body shall approve the use of teleconferencing by majority vote before using teleconference pursuant to this section.

(D) The legislative body that created the eligible subsidiary body may elect to prohibit the eligible subsidiary body from using teleconferencing pursuant to this section at any time.

(b) (1) For purposes of this section, "eligible subsidiary body" means a legislative body that meets all of the following:

(A) Is described in subdivision (b) of Section 54952.

(B) Serves exclusively in an advisory capacity.

(C) Is not authorized to take final action on legislation, regulations, contracts, licenses, permits, or any other entitlements, grants, or allocations of funds.

(D) Does not have primary subject matter jurisdiction, as defined by the charter, an ordinance, a resolution, or any formal action of the legislative body that created the subsidiary body, that focuses on elections, budgets, police oversight, privacy, removing from, or restricting access to, materials available in public libraries, or taxes or related spending proposals.

(2) An eligible subsidiary body may include members who are elected officials, members who are not elected officials, or any combination thereof.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 14. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

**Blank for Photocopying**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE SAN DIEGO COUNTY LOCAL AGENCY FORMATION COMMISSION  
AUTHORIZING THE CITIES ADVISORY COMMITTEE TO CONDUCT FULLY REMOTE  
TELECONFERENCE MEETINGS**

**WHEREAS**, pursuant to Senate Bill No. 707 (“SB 707”), effective January 1, 2026, a legislative body may authorize an eligible subsidiary body to conduct its meetings via teleconference under the Brown Act; and

**WHEREAS**, the Cities Advisory Committee is an eligible legislative body for purposes of SB 707 because it is a committee created by the Commission that serves in an exclusively advisory capacity, with no authority to take final action, and without primary subject matter jurisdiction over elections, budgets, or spending proposals; and

**WHEREAS**, the Commission desires to authorize the Cities Advisory Committee to conduct its meetings fully remote via teleconference.

**NOW, THEREFORE**, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND ORDER as follows:

1. RECITALS. The Recitals above are true and correct and incorporated herein by reference.
2. FINDINGS. Per Government Code Section 54953.8.6(a)(4)(A), the Commission hereby makes the following findings:
  - a) The Commission has considered the challenge in establishing quorum among the membership of the Cities Advisory Committee;
  - b) Teleconference meetings of the Cities Advisory Committee would enhance public access to meetings, and the public has been made aware that remote participation by the public will include the opportunity for audio-visual participation that will be made available at a regularly scheduled meeting and has been provided the opportunity to comment at the Commission’s March 2, 2026, regular meeting authorizing the Cities Advisory Committee to meet entirely remotely; and
  - c) Teleconference meetings of the Cities Advisory Committee would promote the attraction, retention, and diversity of eligible city representatives.
3. MEETING LOCATION. Per Government Code Section 54953.8.6(a)(1), the Commission designates the offices of the San Diego County Local Agency Formation Commission, located at 2550 Fifth Ave #725, San Diego, CA 92103, as the location where all meeting agendas of the Cities Advisory Committee shall be posted and where any members of the Commission, Cities Advisory Committee, or the public may attend in person.

4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption, and shall be reconsidered every six months thereafter.
5. CORRECTIONS. As allowed under Government Code Section 56107, the Commission authorizes the Executive Officer to make non-substantive corrections to this resolution to address any technical defects, errors, irregularities, or omissions.

\*\*

PASSED AND ADOPTED by the Commission on March 2, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\*\*

Attest:

---

Keene Simonds  
Executive Officer