



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

**5a**

**AGENDA REPORT**  
 Consent | Action

April 6, 2026

**TO:** Chair Becker and Commissioners  
**FROM:** Erica Sellen, Commission Clerk  
**SUBJECT:** **Approval of Meeting Minutes |  
 Regular Meeting of March 2, 2026**

**SUMMARY**

The San Diego County Local Agency Formation Commission (LAFCO) will consider draft minutes prepared for the regular meeting held on March 2, 2026. The minutes are in action form and being presented for formal Commission approval.

**BACKGROUND**

The Ralph M. Brown Act was enacted by the State Legislature in 1953 and – among other items – requires public agencies to maintain records for qualifying meetings.

**DISCUSSION**

This item is for San Diego LAFCO to consider approving action minutes for the March 2, 2026 regular meeting. The attendance record for the meeting follows.

- All regular Commissioners were present except Paloma Aguirre (County of San Diego).
- All alternate Commissioners were present except Monica Montgomery Steppe (County of San Diego) and Marni von Wilpert (City of San Diego).

<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>Brigitte Browning</b> General Public  <b>Eileen Delaney, Alt.</b> General Public
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## ANALYSIS

The attached draft minutes for the March 2, 2026 regular meeting accurately reflect San Diego LAFCO's deliberations as recorded by the Commission Clerk. A video recording of the meeting has also been posted on the Commission's website ([www.sdlafco.org](http://www.sdlafco.org)).

## RECOMMENDATION

It is recommended San Diego LAFCO approve the draft minutes prepared for the March 2, 2026 regular meeting as presented. This recommendation is consistent with Alternative One outlined in the proceeding section.

## ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):

Approve the attached draft minutes prepared for the March 2, 2026 regular meeting with any requested corrections or clarifications.

Alternative Two:

Continue the item to the next regular meeting and provide direction as needed.

## PROCEDURES

This item has been placed on San Diego LAFCO'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 Commission.

Respectfully,



Erica Sellen  
Commission Clerk

Attachment:

- 1) Draft Meeting Minutes for March 2, 2026

**DRAFT MINUTES  
SAN DIEGO LAFCO REGULAR MEETING  
March 2, 2026**

**1. 8:15 A.M. – CALL TO ORDER BY CHAIR**

**Item 1a**

**ROLL CALL OF COMMISSIONERS PRESENT**

The regular meeting was called to order at 8:15 a.m. by Chair Becker. The Commission Clerk performed the roll call with the following attendance recorded.

Regulars Present: Joel Anderson, County of San Diego (arrived at 8:51 a.m.)  
Kristi Becker, City of Solana Beach (CHAIR)  
Brigette Browning, Public  
Jo MacKenzie, Vista Irrigation District  
Stephen Whitburn, City of San Diego (arrived at 8:39 a.m.)  
Dane White, City of Escondido  
Barry Willis, Alpine Fire Protection District (VICE CHAIR)

Alternates Present: Eileen Delaney, Public  
David Drake, Rincon del Diablo Municipal Water District  
John McCann, City of Chula Vista

Members Absent: Paloma Aguirre, County of San Diego (regular)  
Monica Montgomery Steppe, County of San Diego (alternate)  
Marni von Wilpert, City of San Diego (alternate)

The Commission Clerk confirmed a quorum with five voting members present. After roll call, Commissioners Anderson and Whitburn arrived, assembling seven voting members.

Also present at the time of roll call were the following LAFCO staff members: 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.

The following Commissioners left the meeting: Commissioner Browning at 9:43 a.m.; Commissioner Whitburn at 10:15 a.m.; and Commissioner McCann at 10:24 a.m.

**Item 1b**

**PLEDGE OF ALLEGIANCE**

Alternate Commissioner McCann led the Pledge of Allegiance.

**2. STATEMENT (JUST CAUSE) AND/OR CONSIDERATION OF A REQUEST TO PARTICIPATE REMOTELY (EMERGENCY CIRCUMSTANCES) BY A COMMISSIONER, IF APPLICABLE**

None.

**3. AGENDA REVIEW**

Chair Becker asked Executive Officer Simonds if there were any requests to remove or rearrange items on the agenda. Executive Officer Simonds requested Item 6b be heard before Item 6a. Mr. Simonds separately noted there were two supplemental correspondence items for Item 6a.

**4. PUBLIC COMMENT AND OPPORTUNITY FOR PUBLIC TO REQUEST DISCUSSION ON CONSENT ITEMS**

Chair Becker invited anyone from the public to address the Commission on a matter not directly related to an agenda item.

The Commission Clerk confirmed there were no other registered speakers (audience or remote) or live e-mail comments.

**5. CONSENT ITEMS**

**Item 5a**

**Approval of Meeting Minutes for February 2, 2026**

Item presented to approve draft action minutes prepared for the Commission's February 2, 2026 meeting. Recommendation to approve.

**Item 5b**

**Commission Ratification | Recorded Payments for January 2026**

Item presented to ratify recorded payments made and received by the Executive Officer for the month of January 2026. Recommendation to ratify.

**Item 5c**

**Proposed "Goodwin-Pine Valley Improvement Club Change of Organization" | Annexation to San Diego County Sanitation District (CO25-13)**

Item presented to consider a change of organization proposal initiated by landowner petition to annex 0.7 acres of unincorporated territory in Pine Valley to the San Diego County Sanitation District (SD). The affected territory is developed with an existing commercial facility – Pine Valley Clubhouse – and lies entirely within the County SD sphere of influence. The proposal fulfills a prior LAFCO condition authorizing a temporary outside wastewater service extension approved in July 2025 in response to a documented public health and safety threat posed by the septic system's proximity to a non-conforming well on-site. Annexation would replace the temporary service arrangement as the preferred alternative for permanent service. Recommendation to approve the proposal as submitted, including waiver of protest proceedings and adoption of California Environmental Quality Act (CEQA) exemption findings under CEQA Guidelines Section 15320.

**CONSENT ITEMS CONTINUED...**

**Item 5d**

**Report on Applicant Proposals**

Item presented to receive a status report on active and anticipated applicant proposals. Information only.

**Item 5e**

**Legislative Report**

Item presented to receive an update on active legislation relevant to the Commission's regulatory and planning responsibilities. Information only.

**Item 5f**

**Approval of Multi-Year Independent Audit Contract, FY26 through FY29**

Item presented to consider approval of a four-year independent audit contract with Davis Farr, LLP (Irvine) to provide financial statement auditing services beginning with fiscal year 2025-2026 through 2028-2029. The recommendation follows a competitive request for proposals process conducted jointly by San Diego and three other LAFCOs (Los Angeles, Orange, and San Bernardino) through a newly formed partnership, Alliance of LAFCOs. It also satisfies a separate workplan project. Davis Farr was the top-ranked firm among three respondents based on an evaluation of cost, work plan, qualifications, and project schedule. The proposed first-year expense for San Diego totals \$12,350 with gradual yearly increases before reaching \$13,620 in the final year. Recommendation to approve.

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Commissioner MacKenzie motioned with a second from Commissioner Browning to approve the consent calendar with staff recommendations (Alternative One) as presented.

Roll call requested:

AYES: Becker, Browning, MacKenzie, White, & Willis  
NOES: None  
ABSENT: Aguirre, Anderson, & Whitburn  
ABSTAINING: None

The Commission Clerk confirmed the motion was approved 5-0.

## 6. PUBLIC HEARING ITEMS | COMMISSIONER DISCLOSURE OF EX PARTE COMMUNICATIONS

At the request of the Executive Officer, Agenda Item 6a was heard after Agenda Item 6b.

### Item 6a

#### **Proposed Draft Workplan and Budget for 2026-2027**

Item presented to consider the Executive Officer's recommendations to approve a proposed draft workplan and budget for FY 2026–2027. Both items largely continue current priorities and funding levels with targeted enhancements. The draft workplan largely carries-forward projects in the current workplan that are expected to remain active after June 30<sup>th</sup>. The total budget – combining operating and non-operating units – is proposed to decrease (8.2%) to \$2.904 million in balanced expenses and revenues, largely attributable to the winddown of grant activities. The operating budget is set to increase 3.4% – or \$90,379 – primarily driven by the addition of a ninth full-time position (Analyst I) with costs partially offset through reduced consultant usage. A preapproved cost-of-living adjustment has also been budgeted. Agency apportionments, however, are proposed to increase 18.7% – or \$407,580 – over the current fiscal year, exceeding the growth in operating expenses and entirely attributable to eliminating reserves as offsetting revenues. Recommendation to adopt a resolution approving both items with any desired changes. Approval will initiate a public review period with final versions returning for Commission consideration in May.

Chair Becker invited disclosures from Commissioners on material ex parte communications. No disclosures were reported.

Executive Officer Simonds provided the staff presentation.

Chair Becker opened the hearing and invited public comments from the following registered speakers with stated positions to the staff recommendation noted in parenthesis:

- Kurt Worden, Lower Sweetwater Fire Protection District (oppose – budget)
- Alisha Morrison (support – continuing the item)

The Commission Clerk confirmed there were no other registered speakers (audience or remote) or live e-mail comments.

Chair Becker proceeded to invite questions and comments from the Commissioners. General discussion ensued.

Chair Becker proceeded to close the hearing and suggested separating the workplan and budget to take up separately.

Commissioner MacKenzie motioned with a second from Commissioner Anderson to approve the proposed draft workplan as presented.

## PUBLIC HEARING ITEMS CONTINUED...

### Item 6a Continued...

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Roll call requested:

AYES: Anderson, Becker, Browning, MacKenzie, Whitburn, & White  
NOES: Willis  
ABSENT: Aguirre  
ABSTAINING: None

The Commission Clerk confirmed the motion was approved 6-1.

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Commissioner MacKenzie motioned with a second from Commissioner Anderson to approve the proposed draft budget as presented.

Roll call requested:

AYES: Anderson, Becker, Browning, MacKenzie, Whitburn, & White  
NOES: Willis  
ABSENT: Aguirre  
ABSTAINING: None

The Commission Clerk confirmed the motion was approved 6-1.

### Item 6b

#### REQUEST TO CONTINUE TO APRIL 6, 2026 |

#### Draft Municipal Service Review on City of Carlsbad

Item noticed for the Commission to consider a draft municipal service review covering the City of Carlsbad. Executive Officer Simonds recommended the Commission open the hearing, receive any public testimony, and continue the matter to the next regular meeting on April 6, 2026. The requested continuance will allow the City additional time to review the draft, which has been substantively updated by LAFCO staff to address comments received during the 60-day administrative review period.

Chair Becker invited disclosures from Commissioners on material ex parte communications. No disclosures were reported.

## **PUBLIC HEARING ITEMS CONTINUED...**

### **Item 6b Continued...**

Chair Becker opened the hearing and invited public comments from the following registered speaker with stated positions to the staff recommendation noted in parenthesis:

- Geoff Patnoe, City Manager, City of Carlsbad (support)

The Commission Clerk confirmed there were no other registered speakers (audience or remote) or live e-mail comments.

Chair Becker proceeded to invite questions and comments from the Commissioners. No discussion.

Chair Becker proceeded to close the hearing.

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Commissioner Browning motioned with a second from Commissioner White to approve the staff recommendation (Alternative One) as listed in the agenda report.

Roll call requested:

AYES:	Becker, Browning, MacKenzie, White, & Willis
NOES:	None
ABSENT:	Aguirre, Anderson, & Whitburn
ABSTAINING:	None

The Commission Clerk confirmed the motion was approved 5-0.

## **7. BUSINESS ITEMS**

### **Item 7a**

#### **Progress Report on 2025-2026 Workplan**

Item presented to receive a quarterly update on the current fiscal year workplan and related staff activities. The item was elevated to the business calendar at the suggestion of the Chair to provide greater visibility into workplan status, with particular focus on high-priority projects, as part of a new quarterly review practice. Discussion only, with the opportunity for the Commission to identify potential amendments for consideration at a future meeting.

Assistant Executive Officer Mumpower introduced the item and Local Government Analyst II Peters provided the staff presentation.

Chair Becker invited comments from the public. The Commission Clerk confirmed there were no registered speakers (audience or remote) or live e-mail comments.

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

### **Item 7a Continued...**

Chair Becker proceeded to invite questions and comments from the Commissioners. General discussion ensued.

No action.

### **Item 7b**

#### **Development of Weighted Water Rate Comparisons | Presentation of Draft Report by Kennedy Water Consulting, LLC**

Item presented to receive an update on the development of water rate comparators underway by the Special Districts Advisory Committee with the assistance of Kennedy Water Consulting, LLC and support from LAFCO staff. The report's intended use is as a diagnostic tool in future municipal service reviews. The update is provided consistent with an earlier request by Commissioner MacKenzie to review the work with an opportunity for the Commission to provide feedback.

Staff presentation provided by Local Government Analyst I Burila and LAFCO Consultant Tom Kennedy.

Chair Becker invited comments from the following online speaker:

- Consuelo

The Commission Clerk confirmed there were no other registered speakers (audience or remote) or live e-mail comments.

Chair Becker proceeded to invite questions and comments from the Commissioners. General discussion ensued.

No action.

### **Item 7c**

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

Item presented to 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. Recommendation to approve requested authorization and adoption of required findings.

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

### **Item 7c Continued...**

Commission Counsel Aleks Giragosian provided the staff presentation.

Chair Becker invited public comments from the following registered speaker with stated positions to the staff recommendation noted in parenthesis:

- Dion Akers, City of Solana Beach (support)

The Commission Clerk confirmed there were no other registered speakers (audience or remote) or live e-mail comments.

Chair Becker proceeded to invite questions and comments from the Commissioners. General discussion ensued.

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Commissioner Willis motioned with a second from Commissioner White to approve the staff recommendation (Alternative One) as listed in the agenda report.

Roll call requested:

AYES:	Anderson, Becker, Delaney (voting), MacKenzie, White, & Willis
NOES:	None
ABSENT:	Aguirre, Browning, & Whitburn
ABSTAINING:	None

The Commission Clerk confirmed the motion was approved 6-0.

### **Item 7d**

#### **Adoption of a Formal Parliamentary Procedure and Amendment to Article II (Meetings) of the Commission's Rules**

Item presented to consider adopting a formal parliamentary procedure and amending Article II (Meetings) of the Commission's Rules to explicitly identify the procedural authority governing the conduct of Commission meetings. The Commission may consider adopting either Rosenberg's Rules of Order or Robert's Rules of Order. Historically, the Commission has operated under Rosenberg's Rules of Order as a matter of practice; however, the Commission's current Rules do not expressly designate a parliamentary authority. Deputy Commission Counsel, Aleks Giragosian, will provide a brief verbal presentation outlining key distinctions between the two frameworks for Commission consideration. Staff recommend the Commission consider both options and take action to adopt a formal parliamentary procedure, with a corresponding amendment to Article II (Meetings) to reflect the Commission's selected authority.

Commission Counsel Aleks Giragosian provided the staff presentation.

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

### **Item 7d Continued...**

Chair Becker invited comments from the public. The Commission Clerk confirmed there were no registered speakers (audience or remote) or live e-mail comments.

Chair Becker proceeded to invite questions and comments from Commissioners. No discussion.

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Commissioner Willis motioned with a second from Commissioner White to approve the staff recommendation (Alternative One) as listed in the agenda report.

Roll call requested:

AYES:	Anderson, Becker, Delaney (voting), MacKenzie, White, & Willis
NOES:	None
ABSENT:	Aguirre, Browning, & Whitburn
ABSTAINING:	None

The Commission Clerk confirmed the motion was approved 6-0.

## **8. EXECUTIVE OFFICER REPORT**

Executive Officer Simonds noted the following items:

- An updated Local Agencies Directory is available online.
- Inquiring if an alternative Commission meeting date and time is needed.

## **9. COMMISSIONER ANNOUNCEMENTS & REQUESTS FOR FUTURE ITEMS**

None.

## **10. ADJOURNMENT TO NEXT MEETING**

With no further business, Chair Becker adjourned the meeting at 10:25 a.m.

I hereby attest the minutes above accurately reflect the deliberations of the Commission at its March 2, 2026 meeting.

ATTEST,

Erica Sellen  
Commission Clerk

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