



# San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

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## 5C AGENDA REPORT Business | Discussion

September 18, 2020

**TO:** Cities Advisory Committee

**FROM:** Keene Simonds, Executive Officer

**SUBJECT:** Progress Report on 2020-2021 Workplan

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### SUMMARY

The Cities Advisory Committee (“Committee”) will receive a progress report with respect to the Commission accomplishing specific projects included in the adopted workplan for 2020-2021. The report is being presented to the Committee for discussion and feedback along with the opportunity to identify potential amendments and/or other projects in future workplans.

### BACKGROUND

The Commission’s current fiscal year workplan includes 26 projects and divided into two distinct categories – statutory and administrative – with the latter representing discretionary activities. The workplan is further divided into three priority rankings: high; moderate; or low.

### DISCUSSION

This item provides the Committee an opportunity to review the Commission’s current workplan and provide real-time input before the close of the first quarter. All workplan projects are detailed in Attachment One along with their current status.

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## ANALYSIS

San Diego LAFCO has initiated work on 14 of the 26 projects included in the current workplan and represents nearly one-half – or 46% – of the total during the first quarter of the fiscal year. Most of the initiated work involves high-priority projects that have been forwarded from the prior fiscal year and includes several comprehensive municipal service reviews in the North County region. This includes studies involving the Escondido, San Marcos, and Vista regions.

## RECOMMENDATION

This item is presented to the Committee for discussion and feedback only.

## ALTERNATIVES FOR ACTION

None.

## PROCEDURES

This item has been placed on the Committee's agenda as part of the business calendar. It will include a brief verbal presentation from staff followed by discussion from the Committee.

Respectfully,



Keene Simonds  
Executive Officer

Attachment:

- 1) 2020-2021 Workplan with Status Notations



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#### 2020-2021 Workplan

##### Introduction:

Local Agency Formation Commissions' (LAFCOs) operate under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2001 ("CKH") and are delegated regulatory and planning responsibilities by the Legislature to oversee the formation and subsequent development of local government agencies and their municipal service areas. Common regulatory functions include approving jurisdictional changes and outside service requests. Common planning functions include preparing studies to independently evaluate the availability, performance, and need for municipal services and establishing and updating spheres of influence – which are the Legislature's version of urban growth boundaries and gatekeepers to future jurisdictional changes – for all cities and special districts. All regulatory and planning activities undertaken by LAFCOs may be conditioned and must be consistent with policies and procedures.

##### Objective:

This document represents San Diego LAFCO's ("Commission") formal 2020-2021 Workplan. The Workplan draws on the recommendations of the Executive Officer as vetted and approved by the Commission. The Workplan is divided into two distinct categories – statutory and administrative – with one of three priority rankings: high; moderate; or low. The underlying intent of the Workplan is to serve as a management tool to allocate Commission resources in a transparent manner over the 12-month period. Further, while it is a stand-alone document, the Workplan should be reviewed in relationship to the adopted operating budget given the planned goals and activities are facilitated and or limited accordingly. Additionally, and as needed, the Commission reserves discretion to amend the Workplan during the fiscal year to address changes in resources and or priorities and to carry-forward projects into subsequent years.

##### Executive Summary:

The 2020-2021 Workplan continues to guide the Commission to prioritize resources in addressing statutory duties and responsibilities. This includes continuing work on existing projects established – but not yet completed – from earlier fiscal years and marked by completing municipal service reviews for the Escondido, Vista, San Marcos, and Fallbrook-Rainbow regions. Several policy updates are also scheduled and include reviewing LAFCO's existing policies regarding the identification and authorization of special district service functions and classes. Other administrative projects filling the Analyst I/II position and securing a long-term office lease.

Priority	Level	Type	Project	Description and Key Issues	Status
Continual	...	Statutory	Applicant Proposals	<p>LAFCO will prioritize resources to address proposals involving boundary changes and outside service requests and includes the following prominent proposals already on file or expected to be filed in 2020-2021:</p> <ul style="list-style-type: none"> <li>- Fallbrook PUD/Rainbow MWD/County Water Authority</li> <li>- Reorganization of CSA No. 135 into FPD</li> <li>- Fallbrook PUD Latent Powers Activation</li> <li>- Reorganization of Valley Center CSD into CSA</li> <li>- Harvest Hills (Escondido et al)</li> </ul>	
Continual	...	Administrative	Targeted LAFCO Presentations	LAFCO will prioritize public outreach; emphasis on informing stakeholders ahead of MSR work	
1	High	Statutory	MSR   Fallbrook-Rainbow Region	Reviews of Fallbrook PUD, Rainbow MWD, San Luis Rey MWD, & North County FPD	In progress
2	High	Statutory	MSR   Escondido Region Part II	Review of the City of Escondido; follows completion of Part I (Rincon del Diablo MWD and Deer Springs FPD) in 2019-2020	In progress
3	High	Statutory	MSR   Resource Conservation Services	Countywide study on RCD services; reviews of Mission RCD, Upper San Luis Rey RCD, & Greater San Diego RCD	In progress
4	High	Administrative	Policy Review   Ag and Open Space	Update existing policies and procedures involving ag and open space; incorporate stakeholder outreach (Farm Bureau, etc.)	Near completion
5	High	Administrative	Policy Review   Rule No. 4	Update Rule No. 4 and its provisions guiding LAFCO's duty to identify and establish special districts' service functions and classes	Pending
6	High	Statutory	MSR   Poway Region	Review is specific to the City of Poway	In progress
7	High	Statutory	MSR   San Marcos Region	Reviews of the City of San Marcos, San Marcos FPD, & Vallecitos WD	In progress
8	High	Statutory	MSR   Vista Region	Reviews of the City of Vista, Vista ID, Vista FPD, & Buena SD	In progress
9	High	Administrative	Analyst I/II Position	Perform recruitment and hire of a new Analyst I/II	In progress
10	High	Administrative	Office Space	Current lease for office space with County of San Diego expires in August 2020 with no extension options	Pending
11	Moderate	Statutory	MSR   Ramona Region	Review is specific to the Ramona MWD	In progress
12	Moderate	Statutory	MSR   Pauma Valley Region	Reviews of Pauma MWD, Pauma CSD, Yuima MWD, Mootamai MWD, and Rincon Ranch CSD	Pending
13	Moderate	Administrative	Cities Advisory Committee	Staff and maintain feedback with Cities Advisory Committee and hold no less than two formal meetings in FY	Pending
14	Moderate	Administrative	Special Districts Advisory Committee	Staff and maintain feedback with Special Districts Advisory Committee and hold no less than three formal meetings in FY	Pending
15	Moderate	Administrative	Live-Streaming	Expand LAFCO's real-time accessibility to the general public to include live streaming meetings	Near completion
16	Moderate	Administrative	2019-2020 Audit	Coordinate outside consultant's review of financial statements for 2019-2020 and identify opportunities to improve accounting system	Pending
17	Moderate	Administrative	Policy Review   Study Schedule	Update study schedule calendaring municipal service reviews to reflect current progress and related observations	Pending
18	Moderate	Administrative	SANDAG	Re-establish regular participation in SANDAG's Technical Working Group (TWG)	Pending
19	Moderate	Administrative	State Groundwater Management Act	Prepare report on State Groundwater Management Act (SGMA) implementation in San Diego County relative to LAFCO duties/interests	Pending
20	Moderate	Administrative	CALAFCO	Participate in CALAFCO through the Board, Leg Committee, and Annual Workshop and Conference in FY	In progress
21	Low	Administrative	Application Procedures	Streamline existing application packet to be more user-friendly; address new statutory requirements	Pending
22	Low	Statutory	MSR   Oceanside and Carlsbad Region	Reviews of the Cities of Oceanside and Carlsbad as well as Carlsbad MWD and Morro Hills	Pending
23	Low	Statutory	MSR   Encinitas Region	Reviews of the City of Encinitas and Leucadia WWD, Olivenhain MWD, & San Dieguito WD	Pending
24	Low	Administrative	SOI/MSR Annual Report	Prepare annual report to serve as living record of all sphere actions in San Diego County	Pending
25	Low	Administrative	Local Agency Directory	Create user-friendly publication identifying and summarizing local governmental agencies subject to LAFCO oversight	Pending
26	Low	Administrative	Social Media	Establish social media presence as a new communication forum; develop policies/procedures accordingly	Near completion