



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

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**AGENDA REPORT**  
 Consent | Action

March 1, 2021

**TO:** Commissioners

**FROM:** Keene Simonds, Executive Officer

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

**SUMMARY**

The San Diego County Local Agency Formation Commission (LAFCO) will receive a progress report on the adopted workplan for 2020-2021 and its two dozen plus projects. This includes noting through two-thirds of the fiscal year 22 of the 27 projects in the workplan have been initiated with 11 either complete or nearing completion. The report also outlines current activities and is being presented to the Commission to receive and file as well as to provide related direction – including identifying possible amendments – for future consideration.

**BACKGROUND**

**2020-2021 Workplan**

San Diego LAFCO’s current fiscal year workplan was adopted at a noticed public hearing held on May 4, 2020. The workplan includes 27 projects and divided into two distinct categories – statutory and administrative – with one of three priority rankings: high; moderate; or low. The Commission reserves discretion to amend the workplan during the fiscal year to address changes in priorities or resources as well as to continue projects into subsequent fiscal years. One amendment has been approved to date to address a recent grant award from the State to begin a new project to track agricultural use trends in San Diego County.

<b>Administration</b> Keene Simonds, Executive Officer County Operations Center 9335 Hazard Way, Suite 200 San Diego, California 92123 T 858.614.7755 F 858.614.7766 www.sdlafco.org	<b>Vice Chair Jim Desmond</b> County of San Diego	<b>Mary Casillas Salas</b> City of Chula Vista	<b>Chris Cate</b> City of San Diego	<b>Jo MacKenzie</b> Vista Irrigation	<b>Chair Andy Vanderlaan</b> General Public
	<b>Nora Vargas</b> County of San Diego	<b>Bill Wells</b> City of El Cajon	<b>Marni von Wilpert, Alt.</b> City of San Diego	<b>Barry Willis</b> Alpine Fire Protection	<b>Harry Mathis, Alt.</b> General Public
	<b>Joel Anderson, Alt.</b> County of San Diego	<b>Paul McNamara, Alt.</b> City of Escondido		<b>Vacant, Alt.</b> Special District	

## DISCUSSION

This item provides San Diego LAFCO with its regular update on workplan projects formally established for the fiscal year and provide related input and/or direction. This includes staff assigning one of four status categories to projects ranging from pending to complete and detailed in Attachment One. The item is being presented for the Commission to receive and file and provide general direction on listed projects. The item also provides an opportunity to discuss the merits of new projects and/or amendments for future consideration.

## ANALYSIS

San Diego LAFCO is generally proceeding as planned with respect to accomplishing projects in the adopted workplan with 22 of the 27 listees underway and/or completed through two-thirds of the fiscal year. Seven projects have been completed and headlined by updating the Agricultural and Open Space Lands Policy and a countywide municipal service review on resource conservation districts in San Diego County. Four other projects are nearing their completion and include municipal service reviews on the Poway and Ramona regions. Work has also commenced on the newest addition to the workplan through amendment in February 2021 to enter into a memorandum of understanding with other participants of a recently awarded planning grant from the State to track agricultural trends in San Diego County. Notwithstanding the preceding progress, other projects have lagged and include high priority activities to update Rule No. 4 (special district functions and classes) and municipal service reviews on the Fallbrook-Rainbow, Vista, San Marcos regions. These and other projects will not be completed by the end of the fiscal year and have been added to a proposed workplan for 2021-2022 for separate consideration by the Commission.

## RECOMMENDATION

It is recommended San Diego LAFCO receive and file the item with the invitation to discuss and/or provide related direction as needed. This recommendation would be accommodated by taking the actions outlined in the proceeding section as Alternative One.

## ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):

Receive and file the item as presented.

Alternative Two:

Continue consideration of the item to a future meeting and provide direction to staff for more information as needed.

Alternate Three:

Take no action.

## PROCEDURES

This item has been placed on the 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 unless otherwise specified by the Commission.

Respectfully,



Keene Simonds  
Executive Officer

Attachment:

- 1) 2020-2021 Workplan with Status Notations

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## San Diego County Local Agency Formation Commission

### Regional Service Planning | Subdivision of the State of California

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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 (annexations, detachments, etc.) 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	LAFCO will prioritize resources to address proposals involving boundary changes and outside service requests.	
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	<b>Completed</b>
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.)	<b>Completed</b>
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	In progress
6	High	Statutory	MSR   Poway Region	Review is specific to the City of Poway	Near completion
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	<b>Completed</b>
10	High	Administrative	Office Space	Current lease for office space with County of San Diego expires in August 2020 with no extension options	In progress
11	Moderate	Administrative	Initiate State Grant (Added by Amendment)	Enter into an agreement with RCD of Greater San Diego to establish roles/duties in implementing recent State grant to track ag uses	In progress
12	Moderate	Statutory	MSR   Ramona Region	Review is specific to the Ramona MWD	Near completion
13	Moderate	Statutory	MSR   Pauma Valley Region	Reviews of Pauma MWD, Pauma CSD, Yuima MWD, Mootamai MWD, and Rincon Ranch CSD	Pending
14	Moderate	Administrative	Cities Advisory Committee	Staff and maintain feedback with Cities Advisory Committee and hold no less than two formal meetings in FY	Near completion
15	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	Near completion
16	Moderate	Administrative	Live-Streaming and On-Demand Video	Expand LAFCO's real-time accessibility to the public to include live streaming meetings with on demand accessibility	<b>Completed</b>
17	Moderate	Administrative	2019-2020 Audit	Coordinate outside consultant's review of financial statements for 2019-2020 and identify opportunities to improve accounting system	In progress
18	Moderate	Administrative	Policy Review   Study Schedule	Update study schedule calendaring municipal service reviews to reflect current progress and related observations	Pending
19	Moderate	Administrative	SANDAG	Re-establish regular participation in SANDAG's Technical Working Group (TWG) and prepare an informational report on related topics	In progress
20	Moderate	Administrative	State Groundwater Management Act	Prepare report on State Groundwater Management Act (SGMA) implementation in San Diego County relative to LAFCO duties/interests	<b>Completion</b>
21	Moderate	Administrative	CALAFCO	Participate in CALAFCO through the Board, Leg Committee, and Annual Workshop and Conference in FY	<b>Completed</b>
22	Low	Administrative	Application Procedures	Streamline existing application packet to be more user-friendly; address new statutory requirements	Pending
23	Low	Statutory	MSR   Oceanside and Carlsbad Region	Reviews of the Cities of Oceanside and Carlsbad as well as Carlsbad MWD and Morro Hills	In progress
24	Low	Statutory	MSR   Encinitas Region	Reviews of the City of Encinitas and Leucadia WWD, Olivenhain MWD, & San Dieguito WD	Pending
25	Low	Administrative	SOI/MSR Annual Report	Prepare annual report to serve as living record of all sphere actions in San Diego County	Pending
26	Low	Administrative	Local Agency Directory	Create user-friendly publication identifying and summarizing local governmental agencies subject to LAFCO oversight	In progress
27	Low	Administrative	Social Media	Establish social media presence as a new communication forum	<b>Completed</b>