



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

**5C**

**AGENDA REPORT**  
 Consent | Action

March 6, 2023

**TO:** Commissioners  
**FROM:** Keene Simonds, Executive Officer  
**SUBJECT:** Progress Report on Adopted Workplan

**SUMMARY**

The San Diego County Local Agency Formation Commission (LAFCO) will receive a progress report on accomplishing the 30 specific projects included in the adopted workplan for 2022-2023. Work through the balance of February shows four-fifths of all workplan projects have been initiated in some substantive manner with two complete and another seven nearing their completion. The report is being presented to the Commission to receive and file with the opportunity to discuss the status of any specific projects as needed.

**BACKGROUND**

**2022-2023 Workplan  
 Adoption and Amendments**

San Diego LAFCO’s current workplan was adopted at a noticed public hearing held in June 2022. The workplan is multi-year planning tool that is updated annually. The current workplan includes 30 projects and is divided into two distinct categories – statutory and administrative – along with priority assignments set by the Commission. Amendments were approved as part of the second quarter report and marked by adding a white paper evaluating governance options to expand public recreational opportunities involving reservoirs owned by the City of San Diego. A concurrent removal of an otherwise paused municipal service review on the Vista region rounded out the approved amendments.

<p><b>Administration</b>          Keene Simonds, Executive Officer          2550 Fifth Avenue, Suite 725          San Diego, California 92103          T 619.321.3380          www.sdlafco.org          lafco@sdcounty.ca.gov</p>	<p><b>Chair Jim Desmond</b>          County of San Diego</p> <p><b>Joel Anderson</b>          County of San Diego</p> <p><b>Nora Vargas, Alt.</b>          County of San Diego</p>	<p><b>Kristi Becker</b>          City of Solana Beach</p> <p><b>Dane White</b>          City of Escondido</p> <p><b>John McCann, Alt.</b>          City of Chula Vista</p>	<p><b>Stephen Whitburn, Vice Chair</b>          City of San Diego</p> <p><b>Marni von Wilpert, Alt.</b>          City of San Diego</p>	<p><b>Jo MacKenzie</b>          Vista Irrigation</p> <p><b>Barry Willis</b>          Alpine Fire Protection</p> <p><b>David Drake, Alt.</b>          Rincon del Diablo</p>	<p><b>Andy Vanderlaan</b>          General Public</p> <p><b>Harry Mathis, Alt.</b>          General Public</p>
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## DISCUSSION

This item provides San Diego LAFCO with its regular progress report on workplan projects for the current fiscal year. This includes staff assigning one of four status categories to projects ranging from pending to complete and detailed in Attachment One.

## ANALYSIS

San Diego LAFCO is generally proceeding as planned in the workplan through the balance of February with exactly four-fifths of all projects having been initiated in some substantive manner. This includes nine projects either complete or nearing their completion. Other projects that are expected to materially advance through the end of the third quarter are headlined by municipal service reviews on the Oceanside and Carlsbad regions, which are expected to be presented in draft form over the next two-three meetings.

## RECOMMENDATION

It is recommended San Diego LAFCO receive and file the item consistent with practice and identified as Alternative Action One in the proceeding section.

## ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):

Receive and file the item.

Alternative Two:

Continue consideration of the item and provide direction to staff as needed.

## 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

Attachments:

- 1) 2022-2023 Workplan with Status Notations

# STATUS ON WORKPLAN FOR FY2022-2023

No.	Level	Type	Project	Description and Key Issues	Status
...		Statutory	<b>Applicant Proposals and Requests</b>	Prioritize resources to address applicant proposals and related requests	
...		Administrative	<b>Targeted LAFCO Presentations</b>	Provide proactive outreach; emphasis on informing stakeholders ahead of MSR work	
...		Statutory	<b>Workplan and Budget</b>	Perform regular updates on the status of both the workplan and budget	
1	High	Administrative	<b>Recruit, Hire + Support New Staff</b>	Fill two vacated budgeted positions involving the Administrative Assistant and Analyst I/II/III	U
2	High	Statutory	<b>Policy   MSRs</b>	Consider revisions to existing policies on MSRs to enhance community engagement procedures	NC
3	High	Statutory	<b>Policy   Outside Services</b>	Consider revisions to existing policies on overseeing outside services – including exemptions	NC
4	High	Administrative	<b>Report   Public Recreation</b>	Assess governance models involving City of San Diego reservoirs in unincorporated areas	P
5	High	Statutory	<b>MSR   San Marcos Region</b>	Complete the scheduled reviews of the City of San Marcos, Vallecitos WD, + San Marcos FPD	U
6	High	Statutory	<b>MSR   Oceanside Region</b>	Complete scheduled reviews of the City of Oceanside, Oceanside Harbor, + Morro Hills CSD	U
7	High	Statutory	<b>MSR   Carlsbad Region</b>	Complete scheduled reviews of the City of Carlsbad, Carlsbad MWD + Leucadia WWD	U
8	High	Administrative	<b>RCD Ad Hoc Committee</b>	Coordinate work in implementing recommendations in MSR on RCDs in San Diego County	U
9	High	Statutory	<b>Policy   Commission Rule No. 4</b>	Complete update to Rule No. 4 and provisions to address special districts’ service functions and classes	U
10	High	Administrative	<b>Website Refresh</b>	Complete outside refresh of the LAFCO website to include more user-friendly tools	C
11	Moderate	Administrative	<b>SALC Grant   Ag Trends</b>	Continue second year of grant award to identify and track local agricultural trends	NC
12	Moderate	Statutory	<b>MSR   CWA-MET</b>	Initiate scheduled review of wholesale suppliers – CWA (comprehensive) and MET (abbreviated)	P
13	Moderate	Administrative	<b>Special Districts Advisory Committee</b>	Provide administrative support and hold no less than three formal meetings in F	NC
14	Moderate	Administrative	<b>Cities Advisory Committee</b>	Provide administrative support and hold no less than two formal meetings in FY	NC
15	Moderate	Statutory	<b>Special District Elections</b>	Conduct special district elections for two seats (regular and alternate) on the Commission	U
16	Moderate	Administrative	<b>2021-2022 Audit</b>	Complete outside audit for 2021-2022 for and ensure consistency with accounting standards	U
17	Moderate	Administrative	<b>Legislative Proposal   G.C. 56133</b>	Sponsor and/or otherwise facilitate amendment to clarify LAFCOs’ determine exemptions	U
18	Moderate	Statutory	<b>Policy   Island Annexations</b>	Consider options to define “substantially surrounded” and provide related mapping	U
19	Moderate	Statutory	<b>MSR   Escondido Region Part II</b>	Complete the scheduled review of the City of Escondido	C
20	Moderate	Statutory	<b>Governance Study   Escondido</b>	Identify and analyze potential consolidation options between Escondido and Rincon del Diablo	P
21	Low	Administrative	<b>Annual Local Agency Directory</b>	Update and publish an annual local agency directory subject to LAFCO oversight	P
22	Low	Administrative	<b>SOI/MSR Annual Report</b>	Update and publish an annual report documenting all recorded changes	P
23	Low	Administrative	<b>Commissioner Onboarding Packets</b>	Create onboarding packets to help orient to key roles, duties, and organizational practices	P
24	Low	Administrative	<b>Report   LAFCO at 60</b>	Prepare a report on San Diego LAFCO’s history and key decisions	NC
25	Low	Administrative	<b>Report   Property Tax Exchange</b>	Prepare a report primer on current property tax exchange processes in statute and applicable agreements	U
26	Low	Administrative	<b>Report   JPAs</b>	Prepare a report summarizing JPAs in San Diego County subject to LAFCO reporting under SB 1261	U
27	Low	Administrative	<b>Public Access Television</b>	Work with local cable companies and associated non-profits to begin broadcasting LAFCO meetings	U
28	Low	Administrative	<b>Application Procedures</b>	Streamline existing application packet to be more user-friendly	U
29	Low	Administrative	<b>SANDAG</b>	Participate in SANDAG’s Technical Working Group (TWG) and provide updates	U
30	Low	Administrative	<b>Southern LAFCOs</b>	Participate in quarterly meetings and expand connectivity among local LAFCOs	NC

Status Key | C = Complete NC = Near Complete U = Underway P = Pending

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