



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

7b

AGENDA REPORT
 Business | Action

March 6, 2023

TO: Commissioners

FROM: Keene Simonds, Executive Officer
 Tamaron Lockett, Commission Clerk

SUBJECT: Options to Hold Regular Meetings and Possible Actions

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will consider amending its adopted policies with respect to setting the day and time of regular Commission meetings. Current policy provides the Commission will hold regular meetings on the first Monday of each month starting at 10:00 A.M unless otherwise calendared. The City of San Diego – which has dedicated seats on LAFCO in statute – recently changed their regular meetings to the same day and time. This prompts the need for the Commission to approve a change to eliminate the current overlap. Alternative days and/or times are identified by staff and with the premise of continuing to physically meet in the County of San Diego Administration Center – although not necessarily in Room 302 – and avoiding any known regular meetings times and days for current County, city, and special district members’ home agencies.

BACKGROUND

Adopted Policy + Practice

San Diego LAFCO’s adopted policies specify the Commission shall hold regular meetings every month on the first Monday unless provided otherwise due to holidays and/or anticipated lack of business. The policy also provides all regular meetings of the Commission be held at 10:00 A.M. in the County of San Diego Administration Center at 1600 Pacific Highway, Room 302 in

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San Diego. It is also the practice of the Commission to review its upcoming workload each December and formally approve a meeting schedule for the upcoming calendar year, and this includes setting regular and special meetings as needed.

DISCUSSION

This item is for San Diego LAFCO to consider options in approving a new regular meeting time and/or day to avoid the overlap on the first Monday of each month at 10:00 A.M. with the City of San Diego Council. Three alternative days and/or times are listed below to assist the Commission in its deliberations that achieve two premises. First, these alternative days and/or times can be readily accommodated at the County of San Diego Administrative Center – either in Room 302 (current and preference) or elsewhere – such as Rooms 310 or 402a. Second, the alternative days and/or times avoid overlap with the regular meetings days and times for current County, city, and special district members’ home agencies. The alternatives follow with the associated dates for the remainder of 2023 less July and September (dark months).

- First Monday of the month starting at 8:00 A.M.
 - April 3rd
 - May 1st
 - June 5th
 - August 7th
 - October 2nd
 - November 6th
 - December 4th

- Second Friday of the month at 12:00 P.M.
 - April 14th
 - May 12th
 - June 9th
 - August 11th
 - October 13th
 - December 8th

- Second Wednesday of the month at 1:00 P.M.
 - April 12th
 - May 10th
 - June 14th
 - August 9th
 - October 11th
 - November 8th
 - December 13th

ANALYSIS

All three meeting options for San Diego LAFCO identified in the preceding section can be readily accommodated at the County of San Diego Administrative Center at 1600 Pacific Highway (Downtown) in one of three sufficiently sized rooms – 302 (current), 310 (Board Chambers), and 402a. All three options can also accommodate at least two hours of reserved time for the Commission to conduct business. Should none of these dates work for the Commission and all of the members, it would be appropriate to expand the review of potential options to include the County Operations Center at 5530 Overland Avenue (Kearny Mesa).

RECOMMENDATION

It is recommended San Diego LAFCO consider its options and related preferences with respect to selecting a regular meeting date/time going forward and take action accordingly.

ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO through a single motion:

Alternative One (recommended):

Select one of the three meeting date/time options identified in the preceding section.

Alternative Two:

Continue the item to a special meeting on Monday, April 3rd at a time and place to be determined by the Chair.

PROCEDURES

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

- 1) Receive verbal report from staff unless waived.
- 2) Invite comments from interested audience members (voluntarily).
- 3) Consider recommendation.

On behalf of the Executive Officer:



Tamaron Luckett
Commission Clerk

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