



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

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**4a**

**AGENDA REPORT**  
Consent | Action

September 20, 2024

**TO:** Special Districts Advisory Committee  
**FROM:** Michaela Peters, Interim Commission Clerk  
**SUBJECT:** **Approval of Meeting Minutes for June 21, 2024**

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**SUMMARY**

The Special Districts Advisory Committee (“Committee”) will receive action minutes prepared for the last meeting held on Friday, June 21, 2024. The minutes are in draft-form and being presented for formal approval with any corrections identified by the Committee.

**BACKGROUND**

The Ralph M. Brown Act was enacted in 1953 and establishes standards for the public to attend and participate in meetings of local government bodies. The “Brown Act” requires – and among other items – public agencies to maintain written minutes for qualifying meetings.

**DISCUSSION**

This item is for the Committee to consider approving action minutes prepared by the Committee Secretary for the June 21, 2024 meeting consistent with the Brown Act.

**ANALYSIS**

The attached action minutes for the June 21, 2024 meeting accurately reflect the Committee’s deliberations as recorded by the Committee Secretary. A video recording of the meeting has also been posted online at [www.sdlafco.org/meetings](http://www.sdlafco.org/meetings).

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## RECOMMENDATION

It is recommended the Committee approve the draft action minutes prepared for the June 21, 2024 special meeting as presented and consistent with Alternative One in the proceeding section.

## ALTERNATIVES FOR ACTION

The following alternatives are available to the Committee through a single motion:

Alternative One (recommended):

Approve the draft action minutes prepared for the June 21, 2024 meeting with any desired corrections or clarifications.

Alternative Two:

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

## PROCEDURES

This item has been placed on the Committee'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 Committee.

Respectfully,



Michaela Peters  
Interim Commission Clerk

Attachment: as stated

**DRAFT**  
**SAN DIEGO COUNTY LOCAL AGENCY FORMATION COMMISSION**  
**SPECIAL DISTRICTS ADVISORY COMMITTEE**  
**SPECIAL MEETING**  
**June 21, 2024**

San Diego County Administration Center  
1600 Pacific Highway, Room 402  
San Diego, California 92101

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

Chair Kim Thorner called the meeting to order at 1:15 p.m.

**Item 1a**  
**ROLL CALL**

Chair Kim Thorner requested a roll call from the Committee Secretary.

Committee Members Present:

Chair Kim Thorner (Olivenhain MWD)  
Vice Chair Jack Bebee (Fallbrook PUD)  
Ann Baldrige (RCD Greater San Diego County)  
Paul Bushee (Leucadia WWD)  
Hector Martinez (South Bay ID)  
Dave McQuead (Rancho Santa Fe FPD)  
Marty Miller (Vista ID)  
Mark Robak (Otay WD – joined at 1:20 p.m.)  
Joel Scalzitti (Helix WD)  
Mike Sims (Bonita-Sunnyside FPD)

Committee Members Absent:

Jeff Egkan (North County FPD)  
James Gordon (Deer Springs FPD)  
Diane Hansen (Palomar Health HCD)  
Albert Lau (Santa Fe ID)  
Oliver Smith (Valley Center MWD)

The Committee Secretary confirmed a quorum with ten members present. The following members of San Diego LAFCO staff were present at roll call: Executive Officer Keene Simonds; Assistant Executive Officer Priscilla Mumpower; Legal Counsel Aleks Giragosian; GIS Analyst Dieu Ngu; Consultant Adam Wilson; Consultant Chris Cate; and Acting Commission Clerk Michaela Peters serving as Committee Secretary.

**Item 1b**  
**PLEDGE OF ALLEGIANCE**

Chief Dave McQuead (Rancho Santa Fe FPD) led the Pledge of Allegiance.

## 2. AGENDA REVIEW

Chair Kim Thorner asked the Executive Officer if there were requests to remove or rearrange items on the agenda. The Executive Officer stated no changes were needed to the agenda.

## 3. OPEN EXPRESSION

Chair Kim Thorner asked if there were any members of the public who wished to address the Committee on a germane topic that is not directly part of the agenda.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

## 4. CONSENT ITEMS

### a) Approval of Meeting Minutes for March 15, 2024 (action)

The Committee considered draft summary minutes prepared for the last meeting held on March 15, 2024. Staff recommends approval as presented.

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On motion by Paul Bushee and seconded by Mike Sims, the Committee unanimously approved the minutes for the March 15, 2024 meeting.

## 5. BUSINESS ITEMS

### a) White Paper on Regional Growth Management |

#### “The Contours of Regional Growth: How Different Agencies Shape Development and Transportation Patterns in the San Diego Region” (information)

The Committee received a white paper evaluating the San Diego region’s growth management policies and practices and opportunities for improved coordination going forward. The William Fulton Group has prepared the white paper and its exploration of the historical and emerging roles among the principal regional growth management agencies in San Diego County – LAFCO, the County of San Diego, and the San Diego Association of Governments (SANDAG). Discussion and feedback.

Staff presentation provided by LAFCO Consultant Chris Cate.

Committee Discussion followed.

The Committee Secretary confirmed there were no other registered speakers and no live email comments.

### b) Municipal Service Review |

#### Tentative Draft Report on Municipal Service Review on the Oceanside Region (information)

The Committee received a tentative draft report on the scheduled municipal service review covering the Oceanside region. The item has been prepared as part of the adopted workplan to address the Commission’s task in statute to independently evaluate public services in the region with a specific focus on the principal local government agencies subject to its oversight – City of Oceanside, Oceanside Small Craft Harbor District, and

Morro Hills Community Service District. The staff presentation detailed the tentative draft report's preliminary conclusions and recommendations with the qualifier that work on the document has been paused at the request of the City to provide comments before a formal public comment period is initiated. The item is being presented for discussion with the opportunity for the Committee to provide feedback on the scope and scale of the tentative draft as well as its performance measurements given its common application going forward for all local agencies. Discussion and feedback.

Staff presentation provided by Acting Commission Clerk Michaela Peters.

Committee discussion followed.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

**c) Final Workplan + Budget for FY 2024-2025 (information)**

The Committee received a presentation on the final workplan and budget adopted by the Commission for 2024-2025. The adopted workplan outlines 30 specific projects in priority order and is headlined by continuing municipal service reviews (MSRs) on wholesale water service providers (No. 1a) and healthcare districts (No. 1b). New MSRs are also scheduled in 2024-2025 and marked by reviewing SANDAG (No. 2) and its housing and transportation functions. The adopted final budget totals \$2.912 million in matching expenses and revenues and reflects a 7.4% increase above the current fiscal year and is largely tied to inflationary adjustments. The item was presented for information with the opportunity for the Committee to make related recommendations on amendments for future consideration by the Commission.

Staff presentation provided by Assistant Executive Officer Priscilla Mumpower.

Committee discussion followed.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

**d) Approved Policy Governing Out-of-Agency Services (information)**

The Committee received an update on the recently approved policy governing outside service approvals for cities and special districts. The policy was approved by the Commission in May and done so based on extensive feedback from the Committee. The policy provisions are now effective in governing out-of-agency service activities under Government Code Section 56133 in San Diego County less fire protection services. The item is being presented to the Committee for information.

Staff presentation provided by LAFCO Consultant Adam Wilson.

Committee discussion followed.

The Committee Secretary confirmed there were no pre-registered speakers and no live email comments.

## 6. COMMITTEE MEMBER REPORTS

- Joel Scalzitti gave brief report on Helix WD's advanced water treatment program.

## 7. LAFCO EXECUTIVE OFFICER REPORT

Executive Officer Keene Simonds noted the following items:

- Commission Clerk Erica Sellen to come back from maternity leave at the end of June.

## 8. ADJOURNMENT

With no further business, the Special Districts Advisory Committee meeting was adjourned at 2:32 p.m.

Attest:



Michaela Peters  
Interim Committee Secretary