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

SAN DIEGO COUNTY
LOCAL AGENCY FORMATION COMMISSION

REGULAR MEETING AGENDA
Monday, August 7, 2023

Doors Open: 8:00 A.M.

Meeting Starts: 8:15 A.M.

In-Person Participation
County Administration Center
1600 Pacific Highway, Room 302
San Diego, California

Video-Teleconference Participation
https://www.zoom.us/join
Meeting ID 895 6767 7168
Passcode 508649
(669) 900-9128

Video Viewing Only
YouTube Channel
@sandiegolafco9909

San Diego LAFCO		
Commissioner	**Appointing Authority**	**Affiliation**
Chair Jim Desmond	Board of Supervisors	County of San Diego
Vice Chair Stephen Whitburn	Mayor of the City of San Diego	City of San Diego
Joel Anderson	Board of Supervisors	County of San Diego
Kristi Becker	Cities Selection Committee	City of Solana Beach
Jo MacKenzie	Independent Special Districts	Vista ID
Andy Vanderlaan	Commission	General Public
Dane White	Cities Selection Committee	City of Escondido
Barry Willis	Independent Special Districts	Alpine FPD
Alternate David A. Drake	Independent Special Districts	Rincon del Diablo MWD
Alternate Harry Mathis	Commission	General Public
Alternative Nora Vargas	Board of Supervisors	County of San Diego
Alternate Marni von Wilpert	Mayor of the City of San Diego	City of San Diego
Alternate John McCann	Mayor of the City of Chula Vista	City of Chula Vista

Participation Instructions:

In person attendance by the public is welcomed. LAFCO meets in Room 302 in the County Administration Center (1600 Pacific Highway). Three-hour visitor parking is available using the Ash Street entrance. To provide comments on any item, please turn in a speakers slip to LAFCO staff before the item commences.

Remote participation by video or telephone is welcomed through Zoom by following these instructions.

Comments by Video	Comments by Telephone
1. Click or type the link found at the top of the agenda	1. Dial + 1-669-900-9128
2. Type the Meeting ID identified on the top of this agenda followed by the Passcode	2. Dial the Meeting ID identified at the top of the agenda followed by the Passcode
3. Click the raise hand icon	3. Dial *9 to raise your hand
4. LAFCO will announce your name as it appears when it is your turn to speak	4. LAFCO will call out the last 4 digits of your phone number when it is your turn to speak
5. Click the speaker icon to unmute to speak	5. Dial *6 to unmute yourself

Remote participation by e-mail is also welcomed by sending comments to Executive Assistant Erica Sellen at erica.sellen@sdcounty.ca.gov. All e-mails received before 4:00 P.M. one business day before the meeting will be forwarded to the Commission and posted online. These comments will also be referenced at the meeting. All e-mails received during the meeting and before the item concludes will be read into the record subject to standard time limitations and subsequently posted online.

All comments are limited to three minutes for individuals and five minutes for organizations.

The Chair may amend time allowances for public speakers at their discretion.

Public Accommodations:

Assistance for the disabled are available by contacting LAFCO staff. To the extent possible, accommodation requests should be submitted at least 72 hours in advance of the meeting.

Spanish language translation services are available at LAFCO meetings. Translation services covering other languages may be made available upon request at least 72 hours prior to the meeting.

Contact Information:

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1. **8:15 A.M. – CALL TO ORDER BY CHAIR**

   a) **Roll Call of Commissioners Present**

   b) **Pledge of Allegiance**

2. **STATEMENT (JUST CAUSE) AND/OR CONSIDERATION OF A REQUEST TO PARTICIPATE REMOTELY (EMERGENCY CIRCUMSTANCES) BY A COMMISSIONER, IF APPLICABLE.**

3. **AGENDA REVIEW**
   The Executive Officer will summarize the agenda as well as to advise of any requested changes. The Chair will also consider requests from Commissioners.

4. **PUBLIC COMMENT AND RELATED REQUESTS**
   Opportunity for members of the public to speak to the Commission on any subject matter within the Commission's growth management duties/interests but not an item listed on the agenda. Three-minute limit. This is also an opportunity for the public to request the Commission pull an item listed on the consent calendar for discussion.

5. **SCHEDULED PRESENTATIONS**

   a) **Association to Incorporate La Jolla**
   The Commission will receive a presentation from representatives with the Association to Incorporate La Jolla to discuss their interests and related activities to date in exploring a future special reorganization filing with San Diego LAFCO. The presentation is for information only with the opportunity for Commissioners to ask general questions. Scheduled presenters are Trace Wilson and Janie Emerson.

6. **CONSENT ITEMS**
   All items calendared as consent are considered ministerial and subject to a single motion approval. The Chair will entertain requests by Commissioners to pull any items for discussion.

   a) **Approval of Meeting Minutes for June 5, 2023 (action)**
   The Commission will consider action minutes prepared by the Executive Assistant for the June 5, 2023 meeting. Recommendation to approve as presented. (Pages 7-18)

   b) **Approval of Meeting Minutes for June 14, 2023 (action)**
   The Commission will consider action minutes prepared by the Executive Assistant for the June 14, 2023 meeting. Recommendation to approve as presented. (Pages 19-26)

   c) **Approval of Meeting Minutes for July 10, 2023 (action)**
   The Commission will consider action minutes prepared by the Executive Assistant for the July 10, 2023 meeting. Recommendation to approve as presented. (Pages 27-34)

   d) **Commission Ratification | Recorded Payments for May and June 2023 (action)**
   The Commission will review a report identifying all payments made and received for May and June 2023. Recommendation to ratify payments as presented. (Pages 35-46)

CONSENT ITEMS CONTINUED…

e) **Budget Report on 2022-2023 |**
4th Quarter Actuals and Proposed Close-of-Year Budget Amendments (action)
The Commission will review a report comparing budgeted and actual transactions through the fourth quarter of 2022-2023 and related analysis to formally receive and file. Amendments are also proposed as part of the administrative close of the fiscal year. (Pages 47-52)

f) **Approval of Fund Balance Designations and Related Amendments to Fiscal Policy 101 (action)**
The Commission will perform its annual task under policy to review and make fund balance designations involving a total cash balance as of July 1, 2023 was $1,637,356. Staff recommendations are provided. Related amendments are proposed to Fiscal Policy 101 and its provisions governing the fund balance. (Pages 53-62)

g) **Proposed Memorandum of Understanding with County of San Diego |**
Setting Roles + Responsibilities for New Planning Grant: SALC 2.0 (action)
The Commission will consider approving a memorandum of understanding with the County of San Diego's Planning and Development Services in partnering and implementing the recently awarded two-year planning grant – in the amount of $500,000 – from the Department of Conservation as part of the Sustainable Agricultural Lands Conservation Program ("SALC"). Recommendation to approve as presented. (Pages 63-72)

h) **Proposed Temporary Appointment to a Higher Class |**
Temporary Assignment of Erica Sellen as Commission Clerk (action)
The Commission will consider the temporary appointment of Executive Assistant Erica Sellen as Commission Clerk retroactive to June 28, 2023. The proposed appointment provides a 10% compensation increase under adopted policy and recognizes several duties already undertaken by Ms. Sellen as a result of a leave of absence involving the incumbent. Recommendation to approve. (Pages 73-98)

i) **CALAFCO Annual Conference Items (action)**
The Commission will consider action items relating to the upcoming California Association of LAFCOs' (CALAFCO) Annual Conference scheduled for October 18th - 20th in Monterey. This includes authorizing the Chair to nominate Commissioner Jo MacKenzie to serve a new two-year term on the CALAFCO Board as special district representative for the southern region. (Pages 99-104)

j) **Report on Active Proposals and Related Activities (information)**
The Commission will receive a status report on active proposals currently on file with LAFCO. Information only. (Pages 105-118)

k) **Dissolution of the Advisory Committee Involving the Reorganization Proposals Filed by Fallbrook Public Utility District and Rainbow Municipal Water District (action)**
The Commission will consider approving formal dissolution of the Advisory Committee formed for the Fallbrook PUD and Rainbow MWD reorganization proposals. This item also requests Commission authorization for the Chair to issue commendations to all member in recognition of their service over the three-year period. (Pages 119-124)

7. PUBLIC HEARING ITEMS |
COMMISSIONER DISCLOSURE OF EX PARTE COMMUNICATIONS
Public hearing items require expanded public notification per provisions in State law or have been voluntarily scheduled by the Executive Officer to ensure opportunity for public input. All public hearing items require verbal disclosures by Commissions regarding any material communications.

a) PUBLIC HEARING |
Proposed "Camino de la Fuente-Wick Change of Organization" | Annexation to San Diego County Sanitation District and Conforming Sphere Change (CO22-20) (action)
The Commission will consider a change of organization initiated by a landowner to annex approximately 35.32 acres of unincorporated territory to the San Diego County Sanitation District. The affected territory as submitted comprises two legal parcels presently undeveloped with surface improvements tied to an existing use waiting lot for trucks passing through the Otay Mesa Port of Entry. The proposal purpose is to extend public wastewater service to facilitate the construction of permanent restroom facilities. Staff recommends conditional approval of the proposal as submitted with a conforming sphere amendment. Staff also recommends waiver of protest proceedings and exemption findings under the California Environmental Quality Act. The affected parcels are identified by the County Assessor's Office as 648-040-42 and 648-040-40. (Pages 125-174)

b) Progress Report on the Annual Workplan Activities and Proposed Amendments to Advance Scheduled Municipal Service Reviews (action)
The Commission will receive a progress report on the commencement of the adopted workplan and the 30 special projects for 2023-2024. This includes outlining work on three projects that have advanced during the first month of the fiscal year and are now nearing their completion. This grouping is marked by developing supporting contractual agreements involving LAFCO's new planning grant to perform market and gap analysis in support of small farming operations. Proposed amendments are also proposed and involve internal adjustments to advance municipal service reviews involving the San Diego County Water Authority and healthcare districts as the highest workplan priorities in 2023-2024. It is recommended the Commission formally receive the progress report consistent with practice as well as approve the proposed amendments. (Pages 175-184)

8. BUSINESS CALENDAR
Business items involve regulatory, planning, or other items that do not require a noticed hearing.

a) Final Report on Ag Trends and Related Policy Opportunities |
Sustainable Agricultural Lands Conservation Grant Update (action)
The Commission will receive a final report tied to its two-year planning grant from the State of California and its Sustainable Agricultural Lands Conservation (SALC) program. The final report marks the completion of the Commission and its partner Resource Conservation District of Greater San Diego County's evaluation of agricultural trends in San Diego County and related preservation and enhancement considerations going forward. The report includes several recommendations for formal consideration by the Commission. (Pages 185-234)

BUSINESS ITEMS CONTINUED…

b) **Resource Conservation Districts Ad Hoc Committee | Report on Year One Tasks and Proposed Year Two Tasks and Related Actions (action)**
The Commission will receive a report on the first-year activities of the Resource Conservation Districts Ad Hoc Committee in addressing assigned tasks generated as part of a recent municipal service review. The first year concluded successfully with the Ad Hoc developing a master memorandum of understanding subsequently signed by all three RCDs to coordinate their service programs going forward as well as establish protocols to guide interagency projects whenever applicable. Staff recommends the Commission receive the report on the first year as well as authorize a scope of work for a second year to develop contemporary RCD service function and class designations as well facilitate coordinated boundary changes among all three local RCDs. It is also recommended the Commission revise the composition of the Ad Hoc from nine to six members through the reduction of the three at-large members. (Pages 235-248)

c) **Comprehensive Personnel Policy Update | Proposed Scope of Work (discussion)**
The Commission will receive a proposed scope of work involving is scheduled comprehensive personnel policy update. The scope of work has been developed by the Commission's contract human resources consultant – Regional Government Services Authority or "RGS" – and reflects their assessment of LAFCO needs with input from the Executive Officer and Assistant Executive Officer. The scope of work is being presented for discussion and input before RGS' proceeds with the drafting the update for future presentation to the Commission. (Pages 249-256)

d) **Outside Audit Report on Fiscal Year 2021-2022 (action)**
The Commission will receive an outside audit for the financial statements issued for 2021-2022. The outside audit concludes all tested transactions were accompanied by sufficient documentation and no material weaknesses were identified. The outside audit and accompanying management letter are being presented to the Commission to accept and file as well as to provide direction to staff on related matters going forward. (Pages 257-304)

9. EXECUTIVE OFFICER REPORT

10. COMMISSIONER ANNOUNCEMENTS & REQUESTS FOR FUTURE ITEMS

11. CLOSED SESSION

None

12. ADJOURNMENT

Attest to Posting:

Erica A. Sellen

Erica Sellen
Executive Assistant
Acting Commission Clerk