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AGENDA REPORT
Consent | Action

November 2, 2026

TO: Chair Becker and Commissioners

FROM: Holly O. Whatley, Commission Counsel
Priscilla Mumpower, Assistant Executive Officer

SUBJECT: Cities Advisory Committee |
Renewal of Remote Meeting Authorization

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will consider renewing authorization for its Cities Advisory Committee (CAC) to meet by teleconference under Senate Bill 707. The Commission first granted authorization in March 2026, and the statute requires the supporting findings to be renewed every six months. Staff recommends adopting the attached resolution renewing the authorization and required findings.

BACKGROUND

Remote Meetings & State Law

SB 707, effective January 1, 2026, allows a legislative body to authorize an eligible advisory body to meet by teleconference. Government Code Section 54953.8.6, provided as Attachment One, requires the legislative body to adopt specified findings, designate a primary physical meeting location open to the public, and renew the findings every six months. Remote meetings remain subject to all Brown Act notice, agenda, and public access requirements.

Cities Advisory Committee

The CAC is a standing advisory committee created by the Commission and reconstituted in 2018 after a period of dormancy beginning in the 1990s. All 18 cities in San Diego County are represented by their city manager or designee, with the Executive Officer serving as moderator. The CAC advises the Commission on developing and implementing its adopted workplan, with increasing input on municipal service reviews. It qualifies under SB 707 because it serves in a purely advisory capacity, has no authority to take final action, and has no primary jurisdiction over elections, budgets, or spending proposals.

DISCUSSION

This item is for San Diego LAFCO to consider renewing the CAC's teleconference authorization. The Commission first authorized remote meetings in March 2026 to address recurring quorum challenges, including cancellation of the CAC's March 2025 meeting. Participation has since improved, with 14 of 18 cities attending the CAC's September 17, 2026 meeting. Renewal is requested at this time following cancellation of the Commission's September and October meetings.

ANALYSIS

Continued authorization would support consistent participation and timely city input on San Diego LAFCO's workplan, while preserving both in-person and remote opportunities for public participation. The following findings support the Commission in renewing teleconference authorization under Government Code Section 54953.8.6:

1. The Commission has considered the circumstances of the Cities Advisory Committee, including past challenges in achieving a quorum and improved participation since remote meetings were authorized.
2. Teleconference meetings would enhance public access to Committee meetings. The public has been informed that remote audio-visual participation will be available at regularly scheduled meetings and was given the opportunity to comment on this renewal at the Commission's November 2, 2026 meeting.
3. Teleconference meetings would promote the attraction, retention, and diversity of city representatives on the Committee.
4. The Commission designates the San Diego LAFCO offices at 2550 Fifth Avenue, Suite 725, San Diego, California 92103, as the primary physical meeting location under Government Code Section 54953.8.6(a)(1), where agendas will be posted and where Committee members and the public may attend in person.

Staff will return for renewal within six months and every six months thereafter while the format continues, timed to precede each scheduled CAC meeting.

RECOMMENDATION

Staff recommends San Diego LAFCO adopt the attached resolution renewing teleconference authorization for the CAC and the required findings. This recommendation is consistent with Alternative One in the following section.

ALTERNATIVES FOR ACTION

The following alternative actions are available to San Diego LAFCO:

Alternative One (recommended):

Adopt the resolution provided as Attachment Two renewing teleconference authorization for the Cities Advisory Committee.

Alternative Two:

Continue the item to a future meeting with direction to staff on any additional information requested.

Alternative Three:

Take no action, in which case the Cities Advisory Committee would resume in-person meetings.

PROCEDURES

This item has been placed on 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,



Priscilla Mumpower
Assistant Executive Officer

Attachments:

1. Government Code Section 54953.8.6 Text
2. Proposed Resolution Renewing CAC Teleconference Meeting Authorization

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State of California

GOVERNMENT CODE

Section 54953.8.6

54953.8.6. (a) An eligible subsidiary body may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following additional requirements:

(1) The eligible subsidiary body shall designate one physical meeting location within the boundaries of the legislative body that created the eligible subsidiary body where members of the subsidiary body who are not participating remotely shall be present and members of the public may physically attend, observe, hear, and participate in the meeting. At least one staff member of the eligible subsidiary body or the legislative body that created the eligible subsidiary body shall be present at the physical meeting location during the meeting. The eligible subsidiary body shall post the agenda at the physical meeting location, but need not post the agenda at a remote location.

(2) (A) A member of the eligible subsidiary body shall visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform, except if the member has a physical or mental condition not subject to subdivision (c) of Section 54953 that results in a need to participate off camera.

(B) The visual appearance of a member of the eligible subsidiary body on camera may cease only when the appearance would be technologically infeasible, including, but not limited to, when the member experiences a lack of reliable broadband or internet connectivity that would be remedied by joining without video.

(C) If a member of the eligible subsidiary body does not appear on camera due to challenges with internet connectivity, the member shall announce the reason for their nonappearance prior to turning off their camera.

(3) An elected official serving as a member of an eligible subsidiary body in their official capacity shall not participate in a meeting of the eligible subsidiary body by teleconferencing pursuant to this section unless the use of teleconferencing complies with the requirements of paragraph (3) of subdivision (b) of Section 54953.

(4) (A) In order to use teleconferencing pursuant to this section, the legislative body that established the eligible subsidiary body by charter, ordinance, resolution, or other formal action shall make the following findings by majority vote before the eligible subsidiary body uses teleconferencing pursuant to this section for the first time, and every six months thereafter:

(i) The legislative body has considered the circumstances of the eligible subsidiary body.

(ii) Teleconference meetings of the eligible subsidiary body would enhance public access to meetings of the eligible subsidiary body, and the public has been made aware of the type of remote participation, including audio-visual or telephonic, that will be made available at a regularly scheduled meeting and has been provided the opportunity to comment at an in-person meeting of the legislative body authorizing the subsidiary body to meet entirely remotely.

(iii) Teleconference meetings of the eligible subsidiary body would promote the attraction, retention, and diversity of eligible subsidiary body members.

(B) (i) An eligible subsidiary body authorized to use teleconferencing pursuant to this section may request to present any recommendations it develops to the legislative body that created it.

(ii) Upon receiving a request described in clause (i), the legislative body that created the subsidiary body shall hold a discussion at a regular meeting held within 60 days after the legislative body receives the request, or if the legislative body does not have another regular meeting scheduled within 60 days after the legislative body receives the request, at the next regular meeting after the request is received.

(iii) The discussion required by clause (ii) shall not be placed on a consent calendar, but may be combined with the legislative body's subsequent consideration of the findings described in subparagraph (A) for the following 12 months.

(iv) The legislative body shall not take any action on any recommendations included in the report of a subsidiary body until the next regular meeting of the legislative body following the discussion described in clause (ii).

(C) After the legislative body makes the findings described in subparagraph (A), the eligible subsidiary body shall approve the use of teleconferencing by majority vote before using teleconference pursuant to this section.

(D) The legislative body that created the eligible subsidiary body may elect to prohibit the eligible subsidiary body from using teleconferencing pursuant to this section at any time.

(b) (1) For purposes of this section, "eligible subsidiary body" means a legislative body that meets all of the following:

(A) Is described in subdivision (b) of Section 54952.

(B) Serves exclusively in an advisory capacity.

(C) Is not authorized to take final action on legislation, regulations, contracts, licenses, permits, or any other entitlements, grants, or allocations of funds.

(D) Does not have primary subject matter jurisdiction, as defined by the charter, an ordinance, a resolution, or any formal action of the legislative body that created the subsidiary body, that focuses on elections, budgets, police oversight, privacy, removing from, or restricting access to, materials available in public libraries, or taxes or related spending proposals.

(2) An eligible subsidiary body may include members who are elected officials, members who are not elected officials, or any combination thereof.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 14. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

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RESOLUTION NO. _____

**A RESOLUTION OF THE SAN DIEGO COUNTY LOCAL AGENCY FORMATION
COMMISSION AUTHORIZING THE CITIES ADVISORY COMMITTEE TO CONDUCT FULLY
REMOTE TELECONFERENCE MEETINGS**

WHEREAS, pursuant to Senate Bill No. 707 ("SB 707"), effective January 1, 2026, a legislative body may authorize an eligible subsidiary body to conduct its meetings via teleconference under the Brown Act; and

WHEREAS, the Cities Advisory Committee is an eligible legislative body for purposes of SB 707 because it is a committee created by the Commission that serves in an exclusively advisory capacity, with no authority to take final action, and without primary subject matter jurisdiction over elections, budgets, or spending proposals; and

WHEREAS, the Commission first authorized the Cities Advisory Committee to conduct fully remote teleconference meetings pursuant to Government Code Section 54953.8.6 at its March 2, 2026, regular meeting; and

WHEREAS, Government Code Section 54953.8.6(a)(4)(A) requires the Commission to renew specified findings every six months for the Cities Advisory Committee to continue using teleconferencing under that section; and

WHEREAS, the Commission desires to renew authorization for the Cities Advisory Committee to conduct fully remote teleconference meetings, subject to the required findings.

NOW, THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND ORDER as follows:

1. RECITALS. The Recitals above are true and correct and incorporated herein by reference.
2. FINDINGS. Per Government Code Section 54953.8.6(a)(4)(A), the Commission hereby makes the following findings:
 - a) The Commission has considered the challenge in establishing quorum among the membership of the Cities Advisory Committee and its successful completion of two teleconference meetings following the Commission's initial authorization;
 - b) Teleconference meetings of the Cities Advisory Committee would enhance public access to meetings, and the public has been made aware that remote participation by the public will include the opportunity for audio-visual participation that will be made available at a regularly scheduled meeting and has been provided the opportunity to comment at the Commission's November 2, 2026, regular meeting considering renewal of authorization for Committee members to participate entirely remote; and
 - c) Teleconference meetings of the Cities Advisory Committee would promote the attraction, retention, and diversity of eligible city representatives.

3. MEETING LOCATION. Per Government Code Section 54953.8.6(a)(1), the Commission designates the offices of the San Diego County Local Agency Formation Commission, located at 2550 Fifth Ave #725, San Diego, CA 92103, as the location where all meeting agendas of the Cities Advisory Committee shall be posted and where any members of the Commission, Cities Advisory Committee, or the public may attend in person.
4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption, and shall be reconsidered every six months thereafter.
5. CORRECTIONS. As allowed under Government Code Section 56107, the Commission authorizes the Executive Officer to make non-substantive corrections to this resolution to address any technical defects, errors, irregularities, or omissions.

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PASSED AND ADOPTED by the Commission on November 2, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Attest:

Keene Simonds
Executive Officer