

**CITY OF ENCINITAS**  
**INFRASTRUCTURE TASK FORCE**  
**MEETING NOTICE**  
**MONDAY, OCTOBER 23, 2023**  
**5:00 PM – 7:00 PM**  
**Encinitas City Hall, Poinsettia Room**

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT/SECTION 504 REHABILITATION ACT OF 1973 AND TITLE VI, THIS AGENCY IS AN EQUAL OPPORTUNITY PUBLIC ENTITY AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, ETHNIC ORIGIN, NATIONAL ORIGIN, SEX, RELIGION, VETERAN STATUS OR PHYSICAL OR MENTAL DISABILITY IN EMPLOYMENT OR THE PROVISION OF SERVICE. IF YOU REQUIRE SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT BRANDI LEWIS AT 760-633-2774 AT LEAST 72 HOURS PRIOR TO THE MEETING.

**CALL TO ORDER / ROLL CALL**

Committee Members: Linda Culp (Chair), Scott Maloni (Vice Chair), Nicole A. Moreland, Dianna Mansi Nunez, Kendra Rowley, Richard (Dick) Stern, Nivardo Valenzuela

**CHANGES TO THE AGENDA**

**AGENDA ITEMS**

**1. PUBLIC COMMENT ON AGENDA RELATED ITEMS (3 MINUTES/SPEAKER)**

*To speak on items, please submit a speaker slip to the Committee Secretary. Comments may be sent via email to [blewis@encinitasca.gov](mailto:blewis@encinitasca.gov). Email comments will be forwarded to the Committee and included in the meeting record.*

**2. APPROVAL OF MEETING MINUTES OF THE OCTOBER 16, 2023 MEETING**

- a. **ATTACHMENT: Draft Meeting Minutes from the October 16, 2023 Meeting**
- b. **RECOMMENDED ACTION: Approve Minutes**

**3. POLLING CONSULTANT INTRODUCTION and DISCUSSION via Phone**

- a. **ATTACHMENT: Ballot Measure Planning Timeline**
- b. **RECOMMENDED ACTION: Receive Information and Discussion**

**4. REVIEW AND DISCUSSION OF THE ITF FUNDING OPTIONS AND RECOMMENDATIONS**

- a. **RECOMMENDED ACTION: Receive Presentation and Approve Funding Recommendations**

**5. REVIEW AND DISCUSSION OF CHANGES TO THE INFRASTRUCTURE TASK FORCE MEETING SCHEDULE**

- a. **ATTACHMENT: Proposed Revised Infrastructure Task Force Meeting Schedule and List of Topics**
- b. **RECOMMENDED ACTION: Review and Approve Revised Meeting Schedule Adopting Changes to the Meeting Schedule and List of Topics**

**6. ADDITIONAL PUBLIC COMMENT ON AGENDA RELATED ITEMS (3 MINUTES/SPEAKER)**

*To speak on items, please submit a speaker slip to the Committee Secretary.*

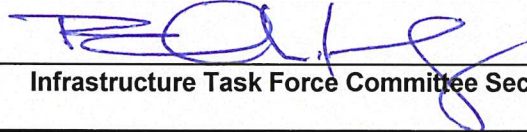
7. **NEXT MEETING:** Monday, November 6, 2023 (if needed)

Primary Topic: PREPARATION FOR JOINT ITF-CITY COUNCIL MEETING ON NOV. 15, 2023

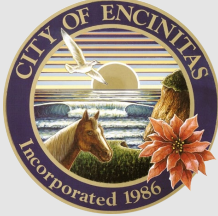
8. **ADJOURNMENT**

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I, Brandi L. Lewis, certify that I caused the above Notice/Agenda to be posted on the City Hall bulletin board on October 19, 2023.

  
Infrastructure Task Force Committee Secretary

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**CITY OF ENCINITAS**  
**INFRASTRUCTURE TASK FORCE**  
**MEETING NOTES**  
**MONDAY, OCTOBER 16, 2023**  
**Encinitas City Hall, Carnation Room**

**Archived Committee Recordings may be viewed on the City's webpage at:**  
<https://encinitasca.gov/Government/Agendas-Webcasts>

**CALL TO ORDER / ROLL CALL**

Chair Culp called the meeting to order at 5:02 pm

Present: Task Force Members: Linda Culp (Chair), Scott Maloni (Vice Chair), Nicole Moreland, Richard (Dick) Stern, Nivardo Valenzuela, Dianna Mansi Nunez, Kendra Rowley

Absent: None

Staff Representatives: Jill Bankston, Engineering Department Director/City Engineer/ Task Force Manager; and Brandi Lewis, Taks Force Coordinator

Other Attendees: Amy Restelli and Caralee Jaeckels with Kimley Horn; Teresa McBroome, Finance Department Director

**CHANGES TO THE AGENDA**

(Announce Administrative Changes to the Agenda in compliance with the Brown Act.)

- a. None
- 1. ORAL COMMUNICATIONS/PUBLIC COMMENT
  - a. None
- 2. APPROVAL OF MEETING MINUTES OF THE SEPTEMBER 18, 2023 MEETING
  - a. RECOMMENDED ACTION: Approve Minutes
  - b. ACTION: Motion to approve the minutes of the Sept. 18, 2023 meeting with two corrections noted. APPROVED 6-0-1 (Nunez/Valenzuela; Culp Abstain)

Nicole Moreland arrived at 5:06 p.m.
- 3. REVIEW AND DISCUSSION OF THE RANKING RUBRIC IN PREPARATION FOR PRESENTATION TO CITY COUNCIL AT A JOINT CITY COUNCIL- INFRASTURTURE TASK FORCE MEETING
  - a. RECOMMENDED ACTION: Receive Presentation and Provide Direction and Recommendations on the Ranking Rubric
  - b. ACTION: Receive Presentation and Provide Direction on Rubric Ranking Criteria and Weighting.
  - c. Motion to approve the ranking rubric as presented, with modifications discussed and directed. APPROVED: (Maloni/Stern, 7-0-0)

4. PRESENTATION AND DISCUSSION OF INFRASTRUCTURE TASK FORCE FINAL REPORT AND RECOMMENDATIONS
  - a. RECOMMENDED ACTION: Receive Presentation
  - b. ACTION: Received Presentation
  
5. REVIEW AND DISCUSSION OF CHANGES TO THE INFRASTRUCTURE TASK FORCE MEETING SCHEDULE
  - a. ATTACHMENTS:
    1. Proposed Revised Infrastructure Task Force Meeting Schedule and List of Topics
  - b. RECOMMENDED ACTION: Review and Approve Revised Meeting Schedule Adopting Changes to the Meeting Schedule and List of Topics
  - c. ACTION: Defer acceptance of the revised meeting schedule and list of topics until October 23, 2023 meeting.
  
6. ADDITIONAL ORAL COMMUNICATIONS/PUBLIC COMMENT
  - a. None
  
7. NEXT MEETING: Monday, October 23, 2023.  
Primary Topic: ITF FUNDING RECOMMENDATIONS
  
8. ADJOURNMENT (6:52 pm)

# TCX Ballot Measure Planning



**INFRASTRUCTURE TASK FORCE  
MEETING SCHEDULE & PRESENTATION TOPICS**

#	Date	Scope
1	2/27/23	Kick off and Introductions
2	3/27/23	Detail on City Budget and Finance
3	4/24/23	Detail on Capital Project Development
4	5/22/23	Engineering Infrastructure Needs, CAP and MAP Overview
5	6/26/23	Other Infrastructure Needs: Fire, Parks, Coastal Program
5b	7/10/23	Other Infrastructure Needs: Public Works, IT, Drainage Discussion of Enterprise Funds: Utilities Overview
6	7/24/23	Quantification of Infrastructure Needs & Introduction of Ranking Criteria
6b	8/07/23	Review Master Project List and Q&A Matrix
7	8/28/23	Funding Opportunities & Potential New Revenue Amount
7b	9/18/23	Review and Discussion of Ranking Criteria (Rubric)
8	9/25/23	<del>ITF Ranking and Significant Projects to Fund – Mtg #1</del> CANCELLED
8b	10/9/23	<del>ITF Ranking and Significant Projects to Fund – Mtg #2</del> CANCELLED
8	10/16/23	<u>Review and Discussion of Ranking Criteria (Rubric) &amp; Funding Options</u>
8b	10/23/23	ITF Funding Recommendations & Polling Introduction
9	11/6/23	Prep for Joint ITF/City Council Meeting (Needed?)
9b	11/15/23	<u>Special Joint ITF-City Council Meeting (Wed. at 4:00 pm)</u>
10	11/27/23	Update Rubric with Council Feedback
11	12/18/23	Draft ITF Report
12	1/15/24	<u>Review of Polling Results and Update Draft ITF Report</u>
13	1/24/24	<u>Presentation of Final ITF Report to City Council (Wed.)</u>
14	2/26/24	
15	3/25/24	

Revised 10.23.23

The Infrastructure Task Force typically meets on the fourth Monday of each month from 5:00 to 7:00 p.m. in the Poinsettia Room at Encinitas City Hall. Additional Meetings may be added or canceled, as needed. All meetings are publicly noticed, here: [Agendas & Webcasts | City of Encinitas \(govaccess.org\)](https://www.cityofencinitas.org/agendas-and-webcasts)