



Solano Local Agency Formation Commission

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MINUTES OF THE
LOCAL AGENCY FORMATION COMMISSION OF SOLANO COUNTY
February 27, 2017 1:30PM BOARD OF SUPERVISORS' CHAMBERS
675 TEXAS STREET, FAIRFIELD, CALIFORNIA

1. CALL TO ORDER

The meeting was called to order at 10:00 am by Chair Shopay with a salute to the flag.

2. ROLL CALL

Present: Commissioners: Harry Price and Jim Spering

Alternate Commissioners: Nancy Shopay (voting member), and Skip Thomson
(voting member)

Not Present: Commissioners: Pete Sanchez and John Vasquez
Alternate Commissioner Len Augustine

Staff Present: Roseanne Chamberlain, Interim Executive Officer, P. Scott Browne, Legal Counsel,
and Michelle McIntyre, Analyst

3. CHANGES AND APPROVAL OF THE AGENDA

(Approved)

Commissioner Price moved to approve the agenda, second Commissioner Thomson. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson

NOES: none

ABSENT: Sanchez and Vasquez

ABSTAIN: none

4. PUBLIC COMMENTS

The Chair opened the item for public comments. There were no public comments.

5. CEREMONIAL ITEMS

- A. The Commission recognized Dr. John Saunderson for 20 years of LAFCO service
(Approved) (RES # 17-01)

Alternate Commissioner Thomson recalled that he was on the LAFCO Commission 20 years ago when Dr. Saunderson began his service on LAFCO and spoke about some of the controversies and noteworthy LAFCO projects.

Commissioner Price also recalled some of the projects before LAFCO and spoke about Dr. Saunderson's leadership as the Chair of LAFCO.

Commissioner Price moved to approve the item, second Commissioner Spering. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

- B. The Commission welcomed new LAFCO Alternate Commissioner Len Augustine.

6. CONSENT ITEMS **(Approved)**

- A. **Approval of minutes - December 12, 2016 and February 3, 2017 meeting**
B. **Approval of the Financial Reports for October 2016 – January 2017**
C. **Receive Legislative Report**
D. **Receive Project Status Report**

Commissioner Spering moved to approve the consent items, second Commissioner Price. The motion was approved with the following votes:

AYES: Price, Shopay, Spering
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: Thomson

7. OTHER BUSINESS

- A. **LAFCO Audit Fiscal Years Ending June 30, 2015 and June 30, 2016** **(Continued)**

Staff recommended that the item be continued as the report was not available in time for the Commission meeting. Commissioner Price moved staff's recommendation, second Commissioner Spering.

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

**B. Municipal Service Review for Solano County Sanitation Districts (RES. #17-02)
(Approved)**

The Commission received the final municipal service review study for the Fairfield Suisun Sewer District and the Vallejo Sanitation and Flood Control District. CEQA EXEMPT: Public Resources Code Section 21102 and 21150, planning study.

Commissioner Spering recused himself from the item since he owns property that may have been included within the municipal review study area. Commissioner Spering left the chambers.

Commissioner Price moved to approve staff's recommendation to find the MSR adequate and complete pursuant to the requirements of GC §56430, second Commissioner Thomson. The motion was approved with the following votes:

AYES: Price, Shopay, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: Spering

Commissioner Spering returned following the vote of the Commission.

C. Municipal Service Review City of Benicia (RESOLUTION #17-03) (Approved)

The Commission received the final municipal service review study for the City of Benicia.
CEQA EXEMPT: Public Resources Code Section 21102 and 21150, planning study.

Commissioner Thomson moved to approve staff's recommendation to find the MSR adequate and complete pursuant to the requirement of GC§56430, second Commissioner Spering. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

D. Mid-Year Report

(RESOLUTION #17-04) (Approved)

The Commission received the mid-year budget status report and the Finance Committee's recommendation to re-appropriate funds from professional services to salaries and benefits and appropriate funds from fund balance.

Commissioner Price moved to approve the Finance Committee's recommendation to re-appropriate funds to employee salaries and benefits from services and supplies and to appropriate funds from fund balance, second Commissioner Spering. The motion was approved by voice roll call with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

E. Policy Amendment: Reserves

(Approved)

Commissioner Thomson moved to approve staff's recommendation of amending the existing policy for reserves including establishing a legal defense reserve fund, second Commissioner Price. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

F. Review and Consider Amendment to the Executive Officer Salary

(Continued)

After a brief discussion, the Commission requested staff continue the item to provide clarification on salary: scale, step, and range.

G. Amendment to By Laws, Rotation of Officers

(Approved)

Commissioner Spering moved to approve staff's recommendation of rotating the Officers of the Commission with rotations to begin and end at the first meeting of each year and amending the By-laws to reflect the desired changes. In addition to staff's recommendation, Commissioner Spering included in his motion that rotation of the

chair is as follows: city, county, public member, and that the rotation of vice-chair is staggered so that the appointed vice-chair is the member who is to be appointed as chair the following calendar year, second Commissioner Price. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

H. Amendment to By Laws, Change of Ending Date of Terms of Office (Approved)

Commissioner Price moved to approve staff's recommendation that the terms for LAFCO Commissioners end in January and the By Laws are amended to reflect the desired changes, second Commissioner Thomson. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

I. Amendment to By Laws, Authority to Sign (Approved)

Commissioner Price moved to approve staff's recommendation of authorizing the Vice-Chair to sign in absence of the Chair and designating a county member as an additional authorized signer, second Commissioner Spering. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

J. Amendment to Commission Meeting Times (Approved)

Commissioner Spering moved to approve changing the meeting times to 10:00am, second Commissioner Thomson. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none

ABSENT: Sanchez and Vasquez
ABSTAIN: none

K. Review and Update Conflict of Interest Code

(Approved)

Commissioner Price moved to approve staff's recommendation of approving the previous changes to the Conflict of Interest Code, re-affirming the Conflict of Interest Code, and filing with the Registrar of Voters, second Commissioner Thomson. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

L. Executive Officer's Report

Executive Officer Chamberlain gave a brief overview of her activities since accepting her appointment.

M. Status of Executive Officer Recruitment

The Commission received an oral report from members of the Personnel Committee.

8. CORRESPONDENCE

A. Request May 8th 10AM Special Meeting

(Approved)

Commissioner Price moved to approve the City of Vacaville's request for a Special Meeting, second Commissioner Thomson. The motion was approved with the following votes:

AYES: Price, Shopay, Spering, Thomson
NOES: none
ABSENT: Sanchez and Vasquez
ABSTAIN: none

B. Executive Officer's Letter to County Auditor-Controller

The Commission received a copy of the Executive Officer's letter.

C. Executive Officer's Letter to Marc Fox

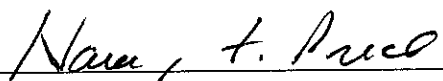
The Commission received a copy of the Executive Officer's letter.

9. COMMISSIONER COMMENTS

There were no Commissioner comments.

10. ADJOURNMENT

The meeting was adjourned at 2:45 pm.



Harry T. Price, Vice Chair
Presiding Officer Solano Local Agency
Formation Commission

ATTEST:



Michelle McIntyre, Clerk to the Commission