



Solano Local Agency Formation Commission

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Staff Report

DATE: November 13, 2017
TO: Local Agency Formation Commission
FROM: Michelle McIntyre, Analyst
SUBJECT: **Minutes August 14, 2017**

RECOMMENDATION:

Staff recommends the Commission approve the minutes from its August 14, 2017 meeting.

MINUTES OF THE
LOCAL AGENCY FORMATION COMMISSION OF SOLANO COUNTY
August 14, 2017 10 AM 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, Pete Sanchez, Nancy Shopay, Jim Spering, and John Vasquez
Alternate Commissioners: Len Augustine (arrived at 10:02), and Shawn Smith

Not Present: Alternate Commissioner Skip Thomson

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

Commissioners

Nancy Shopay, Chair • Harry Price, Vice-Chair • Pete Sanchez • Jim Spering • John Vasquez

Alternate Commissioners

Len Augustine • Shawn Smith • Skip Thomson

Staff

Rich Seithel, Executive Officer • Michelle McIntyre, Analyst • P. Scott Browne, Legal Counsel

3. CHANGES AND APPROVAL OF THE AGENDA

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

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

Alternate Commissioner Augustine arrived at 10:02.

4. PUBLIC COMMENTS

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

5. CONSENT ITEMS

- A. Financial Reports May and June 2017
- B. Minutes June 12 and July 10, 2017
- C. Project Status Report

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

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

6. PUBLIC HEARING

A. **2017-05 City of Suisun City SOI**

Continued

Affirm the Sphere of Influence for the City of Suisun City. CEQA – Lead Agency: City of Suisun City, environmental impact report (State Clearing House # 2011102046) certified May 5, 2015.

Roseanne Chamberlain presented the staff report and made the following staff recommendations:

- 1) Find that the environmental impacts of the sphere amendment and update have been disclosed and adequately addressed by the lead agency (City of Suisun City) and the environmental effects have been adequately mitigated;

- 2) Direct staff to prepare and file a Notice of Determination pursuant to Title 14, Chapter 3, Section 15096 (Responsible Agency) of the California Code of Regulations;
- 3) Review the staff draft determinations contained in the draft resolution;
- 4) Adopt Resolution No. 2017-06, making determinations, adding conditions and amending and updating sphere amendment as detailed in the draft resolution. The conditions have been amended to include a requirement for future annexations and development to be consistent with the Travis Air Force Base Land Use Compatibility Plan.

John Kearns, Senior Planner City of Suisun – Gave a brief presentation and provided information on the city’s planned annexation areas.

The Commission expressed concerns with Area B, identified as being within the city’s short-term annexation area, on the SOI exhibit. The Commission expressed concern with respect to how much of Area B is within the city’s short-term planned annexation area because of its proximity to the runways at Travis Air Force Base. The Commission requested the city revise the exhibit to more clearly identify the runways and reconfigure Area B.

Chair Shopay opened the item for public comments, there were no public comments.

Commissioner Vasquez moved that consideration of the City of Suisun’s SOI be continued to the Commission’s October 16, 2017 10:00 am agenda. The motion was seconded by Commissioner Price. The motion was approved with the following votes:

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

B. 2017-10 City of Benicia SOI

Continued

Item will be re-noticed and continued to a future meeting.

7. OTHER BUSINESS

A. Reduced Fee Deposit Policy Amendment (Item continued from June 12, 2017)

Roseanne Chamberlain presented the staff report and recommended approval of the policy amendment to allow the executive officer to reduce the deposit on a case by case basis. The recommended wording substitution for the fee deposit is as follows:

“Note: Deposit amounts may be increased or reduced if the projected processing cost estimates are determined by the Executive Officer to be greater or less than those stated above, based on an evaluation of project complexity and the magnitude of the project.”

Chair Shopay opened the item for public comments, there were no public comments.

Commissioner Vasquez moved approval of staff’s recommendation, second Commissioner Price. The motion was approved with the following votes:

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

B. Out of Area Service Agreement Policy (Item continued from June 12, 2017)

Roseanne Chamberlain presented the staff report and recommended approval of the draft policy.

After a brief discussion, Commissioner Spering suggested condition #5 should be omitted from the policy.

Commissioner Vasquez moved for approval of staff’s recommendation excluding condition #5 from the policy, second Commissioner Spering. The motion was approved with the following votes:

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

8. CORRESPONDENCE

- A. Nominations for 2017/2018 CALAFCO Board of Directors
- B. Letter from Robert Holmes
- C. LAFCO and Special Districts article by Pamela Miller, CALAFCO Executive Director

The Commission received the above noted correspondences, no action was taken.

9. CLOSED SESSION

Performance evaluation of the Interim Executive Officer (California Government Code Section 54957)

The Commission entered closed session at 11:05.

10. REPORT OF CLOSED SESSION

The Commission reconvened at 11:45 and the Chair reported the Commission took no reportable action in closed session.

11. COMMISSIONER COMMENTS

There were no Commissioner comments.

12. ADJOURNMENT

Chair Shopay adjourned the meeting at 11:45.

Nancy Shopay, Chair
Presiding Officer Solano Local Agency
Formation Commission

ATTEST:

Michelle McIntyre, Clerk to the Commission