



Solano Local Agency Formation Commission

675 Texas St. Ste. 6700 • Fairfield, California 94533
(707) 439-3897 • FAX: (707) 438-1788

Staff Report

DATE: December 12, 2016
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Executive Officer
Michelle McIntyre, Analyst
SUBJECT: **Minutes October 17, 2016**

RECOMMENDATION:

It is recommended the Commission approve the minutes from its October 17, 2016 meeting.

MINUTES OF THE
SOLANO LOCAL AGENCY FORMATION COMMISSION
October 17, 2016 1:30 P.M. BOARD OF SUPERVISORS' CHAMBERS
675 TEXAS STREET, FAIRFIELD, CALIFORNIA

1. CALL TO ORDER

The meeting was called to order at 1:30 pm by Chair Saunderson with a salute to the flag.

2. ROLL CALL

Present: Commissioners: Jack Batchelor, Harry Price, John Saunderson, Jim Spering, and John Vasquez.
Alternate Commissioners: Pete Sanchez, Nancy Shopay (arrived at 1:45), and Skip Thomson

Not Present: All Commissioners were present

Staff Present: Elliot Mulberg – Executive Officer, Scott Browne – Legal Counsel, and Michelle McIntyre – Analyst

3. CHANGES AND APPROVAL OF THE AGENDA

(Approved)

Elliot Mulberg requested the Commission amend the agenda to allow the Commission to vote for a CALAFCO Voting and Alternate Voting Delegate for the CALAFCO Conference. Commissioner Price and Alternate Commissioner Thomson, who were nominated as the Commission's Voting/Alternate Voting Delegates, are not able to attend the conference due to scheduling conflicts. Elliot Mulberg also informed the Commission the County is requesting continuance of Item 6A the McGary Road Reorganization.

Chair Saunderson opened the item for public Comments.

Bill Emlen, Director of Solano County Resource Management, requested the Commission continue Item 6A McGary Road to allow his staff additional time to review the legal description.

Julie Lucido, Engineer for the City of Fairfield Public Works Department, informed the Commission that City staff is available for questions regarding Item 6A McGary Road.

There were no additional comments. Chair Saunderson closed the public comments item.

Commissioner Batchelor moved to amend the agenda as requested by staff, second Commissioner Price. The motion was approved with the following votes:

AYES: Batchelor, Price, Saunderson, Spring, and Vasquez
NOES: none
ABSENT: none
ABSTAIN: none

4. PUBLIC COMMENTS

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

5. CONSENT ITEMS

(Approved)

- A. The Commission approved the minutes from its meeting on August 8, 2016.
- B. The Commission received the status of the work plan for fiscal year 2016-2017.
- C. The Commission approved the financial reports from June - September 2016.
- D. The Commission received the Executive Officer's Report.
- E. The Commission received the legislative update.
- F. The Commission received the minutes from the Personnel Committee meeting on September 29, 2016

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

AYES: Batchelor, Price, Saunderson, Spering, and Vasquez
NOES: none
ABSENT: none
ABSTAIN: none

6. PUBLIC HEARING

2015-12 McGary Road Reorganization (Continued)

The Chair invited the public to speak on the item, however; no one new from the public spoke. (Solano County and City of Fairfield staff spoke under Item 3 above) The item was continued to the Commission's December 12, 2016 meeting.

7. OTHER BUSINESS

A. LAFCO Audit FY 2015-2016. (Approved)

Elliot Mulberg requested authorization to enter into a contract for the audit for FY2015/16 with an option for FY2017/18.

Commissioner Batchelor moved to approve staff recommendation, second Commissioner Price. The motion was approved with the following votes:

AYES: Batchelor, Price, Saunderson, Spering, and Vasquez
NOES: none
ABSENT: none
ABSTAIN: none

8. COMMISSIONER COMMENTS

CALAFCO 2016 Conference - Voting Delegates (Approved)

Commissioner Spering moved to nominate Alternate Commissioner Sanchez as the Voting Delegate for the CALAFCO Conference and Michelle McIntyre, Analyst, as the Alternate Voting Delegate, second Commissioner Price. The motion was approved with the following votes:

AYES: Batchelor, Price, Saunderson, Spering, and Vasquez
NOES: none
ABSENT: none
ABSTAIN: none

9. CORRESPONDENCE

The Commission received two awards from SDRMA one for achieving at least five years with no worker's comp claims and a second for achieving at least five years with no property liability claims.

10. CLOSED SESSION

Appointment – Title: Executive Officer

Appointment – Title: Legal Counsel

The Commission did not enter into closed session. Commissioner Spering recommended the item be held in open session since the items being discussed are not closed session items. Commissioner Spering also recommended the Commission hold a Strategic Planning Workshop. After a brief discussion, the Commission directed staff to schedule a Commission meeting on Monday November 21 at 1:30 pm.

11. ADJOURNMENT

The Chair adjourned the meeting at 1:53 pm.

Submitted by,



Elliot Mulberg
Executive Officer



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Staff Report

DATE: December 12, 2016
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Executive Officer
Michelle McIntyre, Analyst
SUBJECT: **Minutes November 21, 2016**

RECOMMENDATION:

It is recommended the Commission approve the minutes from its November 21, 2016 Special Meeting.

MINUTES OF THE
SOLANO LOCAL AGENCY FORMATION COMMISSION
November 21, 2016 1:30 P.M. BOARD OF SUPERVISORS' CHAMBERS
675 TEXAS STREET, FAIRFIELD, CALIFORNIA

1. **CALL TO ORDER**

The meeting was called to order at 1:30 pm by Chair Saunderson with a salute to the flag.

2. **ROLL CALL**

Present: Commissioners: Jack Batchelor (arrived at 1:34), Harry Price, John Saunderson, Jim Spering (arrived at 1:33), and John Vasquez.
Alternate Commissioners: Pete Sanchez, Nancy Shopay (arrived at 1:45), and Skip Thomson

Not Present: All Commissioners were present

Staff Present: Elliot Mulberg – Executive Officer, Scott Browne – Legal Counsel, and Michelle McIntyre – Analyst

3. CHANGES AND APPROVAL OF THE AGENDA **(Approved)**

There were no changes to the agenda.

4. PUBLIC COMMENTS

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

5. OTHER BUSINESS

A. City of Benicia Municipal Service Review Draft **(Reschedule)**

Staff recommended the Commission reschedule the item to allow sufficient time for the Benicia City Council and the Benicia Planning Commission to review the document.

Commissioner Vasquez moved to continue the item, second Commissioner Price.

(Approved 5-0)

The motion was approved with the following votes:

AYES: Batchelor, Price, Saunderson, Spering, and Vasquez

NOES: none

ABSENT: none

ABSTAIN: none

B. LAFCO Strategic Planning **(Approved)**

The Executive Officer presented the staff report and recommended no change to LAFCO's current staffing level.

Chair Saunderson moved to continue with the existing part time executive officer contract and the full time analyst/clerk employee. The motion did not receive a second.

Commissioner Price moved to extend the current contract for the Executive Officer until the end of the fiscal year or until a full time Executive Officer is hired, and move forward with the recruitment process for a full time Executive Officer. Second Commissioner Spering (Approved 4-1)

The motion was approved with the following votes by roll call:

AYES: Batchelor, Price, Spering, and Vasquez

NOES: Saunderson

ABSENT: none
ABSTAIN: none

6. COMMISSIONER COMMENTS

Chair Saunderson resigned at 2:47.

7. CLOSED SESSION

Appointment – Title: Executive Officer

Appointment – Title: Legal Counsel

The Commission did not enter into a closed session.

11. ADJOURNMENT

Vice Chair Batchelor adjourned the meeting at 2:47 pm.

Submitted by,



Elliot Mulberg
Executive Officer