



Solano Local Agency Formation Commission

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Solano County Government Center
Board of Supervisors Chambers
675 Texas Street
Fairfield, CA 94533

March 6, 2024 2:00 P.M.

MINUTES

1. CALL TO ORDER AND SALUTE TO THE FLAG

1:59 pm

2. ROLL CALL

Present:

Commissioners: Nancy Shopay, Ron Kott, John Vasquez, Steven Bird, Mitch Mashburn
Alternate Commissioners: Wanda Williams, Alma Hernandez

Staff:

Rich Seithel, Executive Officer; Christina Love, Deputy Executive Officer; Aaron Norman, Analyst II; Tova Guevara, Administrative Clerk; Tyra Hays, Project Specialist; Mala Subramanian, Legal Counsel

3. COMMISSION OFFICER APPOINTMENTS

Appointment of Chair (City Mayor) – Ron Kott
Appointment of Vice Chair (County Supervisor) – John Vasquez

4. CHANGES AND APPROVAL OF THE AGENDA

There were no changes made to the agenda. Vice Chair Vasquez moved to approve the agenda as posted. Com. Mashburn seconded.

AYES: Kott, Vasquez, Mashburn, Bird, Shopay
NOES: None
ABSENT: None
ABSTAIN: None

Commissioners

Ron Kott, Chair • John Vasquez, Vice-Chair • Nancy Shopay • Mitch Mashburn • Steve Bird

Alternate Commissioners

Alma Hernandez • Wanda Williams

Staff

Rich Seithel, Executive Officer • Christina Love, Deputy Executive Officer • Aaron Norman, Analyst II • Tova Guevara, Office Administrator/Clerk • Tyra Hays, Project Specialist • Mala Subramanian, Lead Legal Counsel

5. PUBLIC COMMENT

None.

6. PUBLIC COMMENT ON CONSENT ITEMS

None.

7. CONSENT ITEMS

Vice Chair Vasquez moved to approve. Com. Mashburn seconded.

AYES: Kott, Vasquez, Shopay, Mashburn, Bird
 NOES: None
 ABSENT: None
 ABSTAIN: None

8. PUBLIC HEARING

A. LAFCO Project No. 2023-19: Solano Irrigation District (SID) detachment of Nut Tree Apartments LLC (Vacaville) (APNS 0129-240-570, -580, and -590) – Staff presented studies for the project to detach the 12.02 acres, generally referred to as the Nut Tree Apartments, from the Solano Irrigation District. Vice Chair Vasquez asked why it took so long for this property to be detached as it has not been farmed in decades. Staff explained that although the property was approved for development some years ago, it would not be detached until a developer was ready to pay the detachment fees and construct.

There were no public comments. Com. Mashburn moved to approve. Com. Shopay seconded.

AYES: Kott, Vasquez, Shopay, Mashburn, Bird
 NOES: None
 ABSENT: None
 ABSTAIN: None

9. BUSINESS ITEMS

A. 2024 Ad-Hoc Selection Committee for Alternate Public Member – Staff presented the process for selecting an alternate public member. There was a total of six applications received. Of those six, only four are eligible applicants. The two others have conflicts making them ineligible. Staff gave the Commissioners the option to have a Selection Committee. Commissioners discussed this option and decided to move forward with interviewing all four applicants instead. The interviews will be held during open session at the April 8th, 2024 meeting.

B. LAFCO Committee Appointments for 2024 – Staff presented all the Committees needed for this year. There was a discussion about the difference between a standing and an ad-hoc committee. Com. Vasquez proposed that the Chair and Executive Officer review the budget together instead of having a Budget Committee. Staff told the board that the Ad Hoc Policy Committee will be busy this year as there are many things to go over. The Commissioners shared which committees they would like to be a part of, and the final results are as follows:

Personnel Committee – Shopay and Vasquez

Budget Committee – There will be no budget committee. Instead, Chair Kott and Staff will work on the budget together.

Policy Ad-Hoc Committee – Williams and Mashburn

Fire Reorganization Ad-Hoc Committee – Kott and Vasquez

There were no public comments, Com. Mashburn moved to approve. Com. Vasquez seconded.

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|----------|---------------------------------------|
| AYES: | Kott, Vasquez, Shopay, Mashburn, Bird |
| NOES: | None |
| ABSENT: | None |
| ABSTAIN: | None |

- B. Fiscal Year 2023/24 Mid-Year Report** – Staff compared the approved budget for FY 23/24 and the mid-year expenses and revenues as of December 1, 2023. Staff also reviewed the approved work plan for FY 23/24 and provided status updates on the work plan items. Lastly, staff presented an estimate of the anticipated year-end budget based on currently active projects/tasks and those expected to begin before the end of the year.

No action is required. This was a presentation and discussion item only.

10. EXECUTIVE OFFICER UPDATES

Updates addressed in the presentation were as follows:

- MSR projects: Staff is working hard on the Cemetery Districts MSR. SID’s MSR is in progress.
- Fire Projects:
 - o 1. City of Fairfield and Cordelia District Contract: Initial application was received November 2023, but deemed incomplete in December 2023. Staff and both parties worked together to update the application and an updated application was re-submitted and is currently in review. If the application is deemed complete, the Commissioners can anticipate the contract approval request at the June meeting.
 - o 2. Fire Districts Reorganization: Vacaville Fire Protection District, Montezuma Fire Protection District, and Suisun Fire Protection District will be presenting an MOU to their boards within the next month that increases the level of collaboration and promised commitment to move forward with a reorganization. Staff and the Districts continue to work on a plan for complete reorganization.
- City of Suisun: There is no update or known progress on any project EIRs, MSR, or SOI. Com. Hernandez commented that the City of Suisun is planning on having a closed session to appoint a new City Manager, once this is done she is hopeful that the new city manager will help move some of these projects along for LAFCO.

11. CLOSED SESSION

None.

12. REPORT OF CLOSED SESSION

None.

13. ADJOURNMENT

3:01 pm.

Ron Kott, Chair
Presiding Officer Solano Local Agency
Formation Commission

ATTEST:

Tova Guevara, Solano LAFCO Clerk