



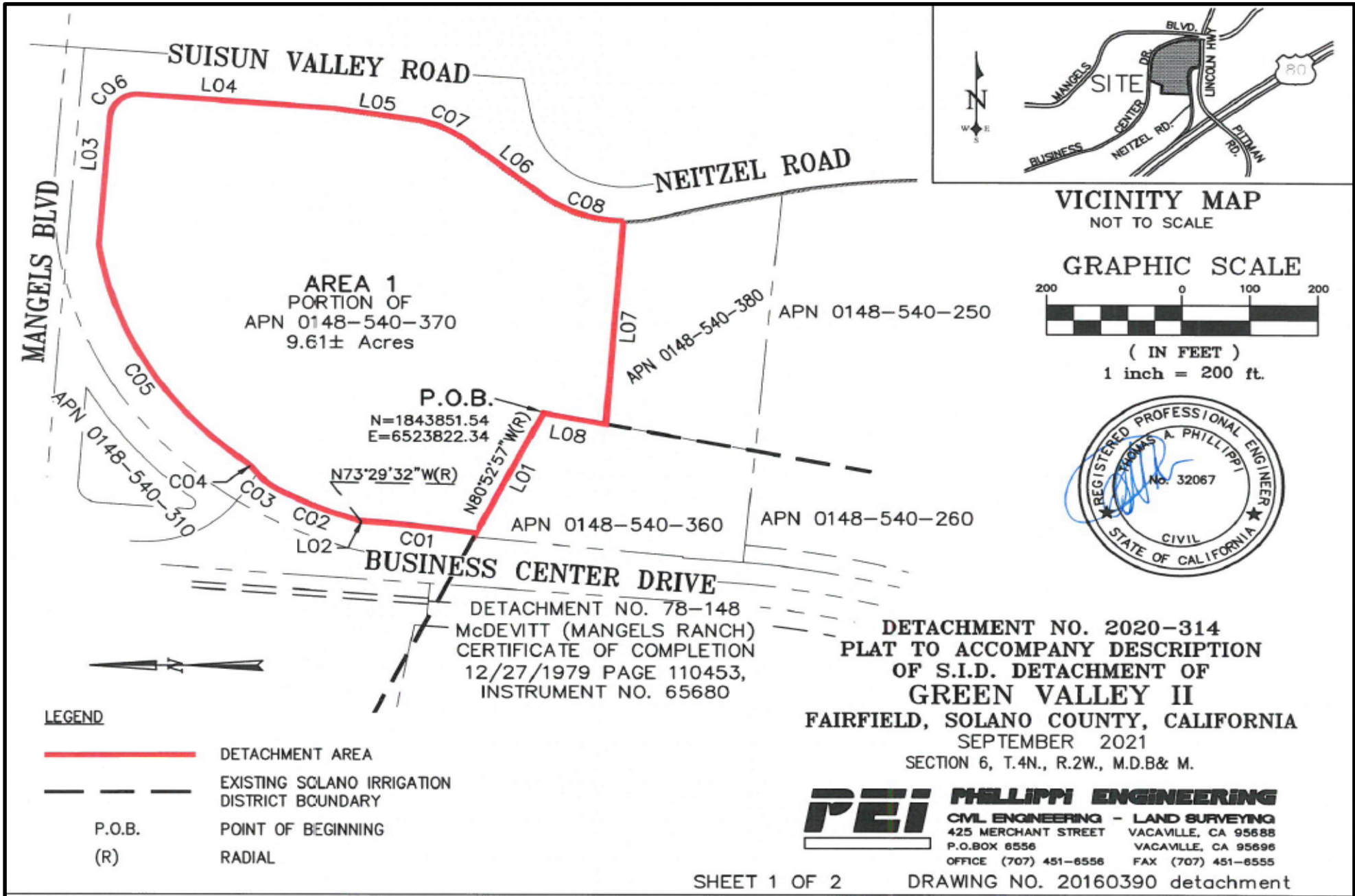
# Solano LAFCO

## Commission Mtg.

*October 18, 2021*

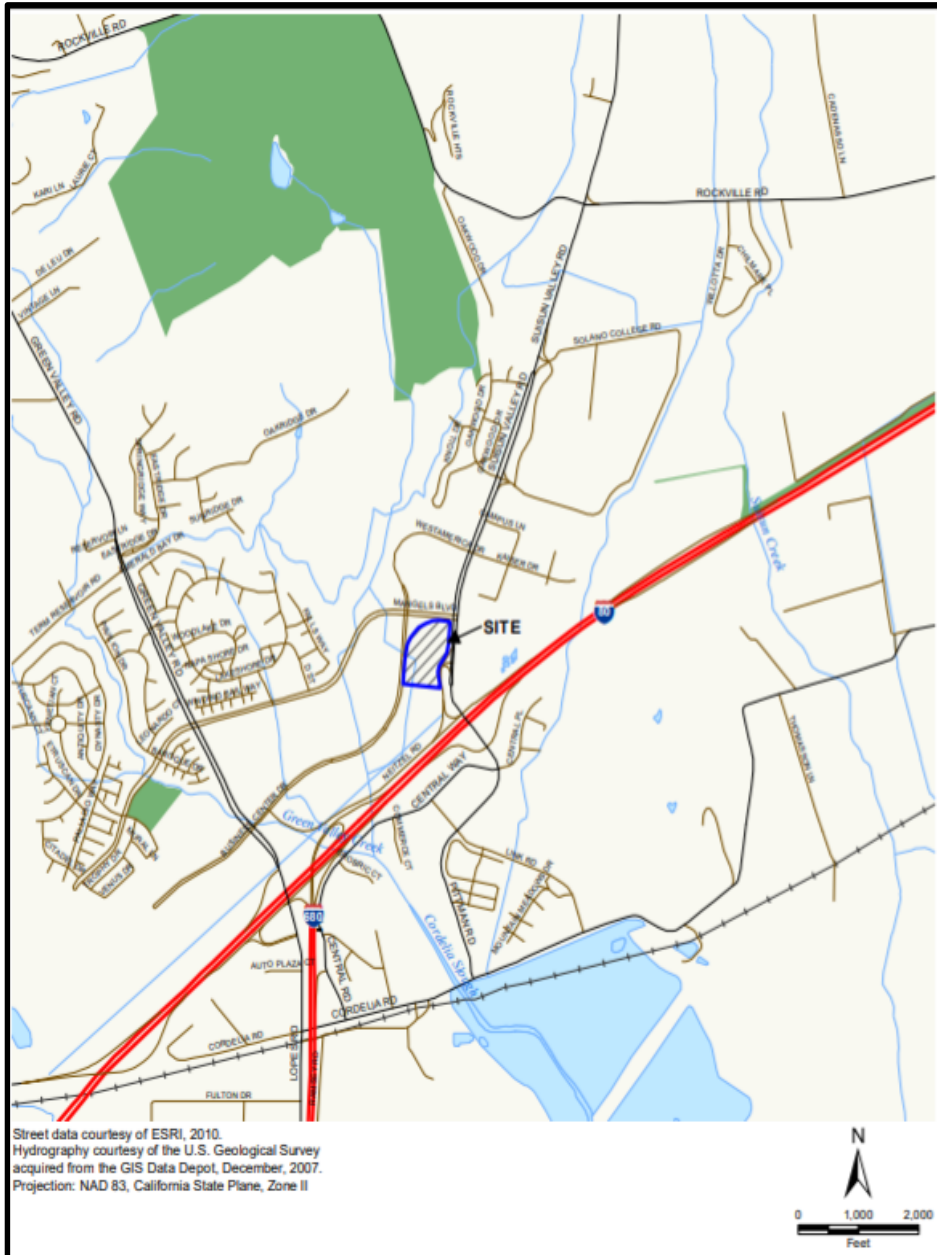


# Green Valley II Apartments Detachment from SID





# Green Valley II Apartments



## PROJECT DESCRIPTION

- 281-unit multi-family apartment complex project on approximately 9.61 acres on the corner of Business Center Drive and Mangels Blvd.
- Satisfies JEPA between SID and City.
- City annexed parcels in 1971.
- There is 100% landowner consent.
- Project area is uninhabited.
- Project area is exempt from noticing and public hearing requirements (GC§ 56662).
- LAFCO may waive the conducting authority proceedings (GC§ 56662).



## **Statutory and Policy Considerations: GC§56668 Factors and LAFCO Standards**

- Staff analysis confirms that the detachment proposal is consistent and complies with the required statutory factors and local standards of evaluation.
- The seventeen statutory factors and the eleven local LAFCO Standards are the foundation for consideration of proposals and the basis for LAFCO determinations.



# Findings and Determinations

Staff recommends ten findings/determinations, including:

1. Detachment allows for City/SID JEPA compliance and eliminates the potential for duplication of service providers.
2. Area is uninhabited and all landowners have consented, therefore, Commission waives the protest procedure.
3. City has fulfilled its obligations under CEQA and the EIR and associated environmental documents adequately disclose and describe the change of organization project.



## Terms and Conditions of Approval

1. Commission orders the change of organization without an election as provided by Govt Code § 56885.5.
2. Following LAFCO approval, the District shall submit a warrant to LAFCO for the County Assessor/Recorder for \$327 and the State BOE in the amount of \$500.
3. The effective date of the change of organization shall be the date of recordation made with the County Recorder of the Certificate of Completion per GC § 57202.



# Recommendations

1. ADOPT Resolution #21-10 and APPROVE detachment of Green Valley II Apartments from SID.
2. ADOPT the EIR, Mitigation and Monitoring Program, and the Statement of Overriding Considerations as the Responsible Agency pursuant to CEQA.
3. WAIVE the conducting authority proceedings (protest hearing) pursuant to Government Code Section 56662.



# DISCUSSION





# LAFCO Deputy Executive Officer

**Draft**

## **SALARY RANGE**

\$53.13 - \$64.58 Hourly

\$9,209.24 - \$11,193.88 Monthly

\$110,510.82-\$134,326.59 Annually

### **DEFINITION:**

Under direction of the LAFCO Executive Officer, performs complex professional work in support of LAFCO's statutory activities and on a variety of projects involving: research, data collection and other related tasks in support of the Local Agency Formation Commission (LAFCO) of Solano County; responsible for a variety of specialized studies involving data collection and analysis, report preparation and public contact; performs as Clerk to the Solano County Commission, and; responsible for day-to-day office procedures.

### **DISTINGUISHING CHARACTERISTICS:**

The LAFCO Deputy Executive Officer is a single-position management classification and an "at-will" management employee who performs all duties necessary for the proper and efficient management of LAFCO as determined by State Law, Solano LAFCO, and the Executive Officer. In the absence of the Executive Officer, the Senior LAFCO Analyst acts as the acting Executive Officer.

Responsibilities include developing and implementing policies and procedures for assigned programs, budget administration and reporting, and program evaluation. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within established guidelines. The incumbent possesses specialized knowledge, including urban and regional planning, land development and environmental regulations.

The LAFCO Deputy Executive Officer differs from the LAFCO Executive Officer as the LAFCO Executive Officer has overall responsibility for all functions and activities of the LAFCO program under policy direction from the Commission.



## Why?

This vacant position is an opportunity to address two major concerns:

1. Succession planning
2. Operational challenges



# Major Concerns

## Succession Planning


- Creates job-growth opportunities
- Fully develop the LAFCO career path
- Fills gap between Analyst class and Executive Officer
- Job responsibility recognition

## Operational Challenges

- Heavy project inflows, many of which are high profile/complex
- Extended absences dilute an already thinly staffed agency.
- LAFCO is a regional agency that is non-represented. LAFCO is responsible for our own administration, HR and personnel actions, including negotiations.



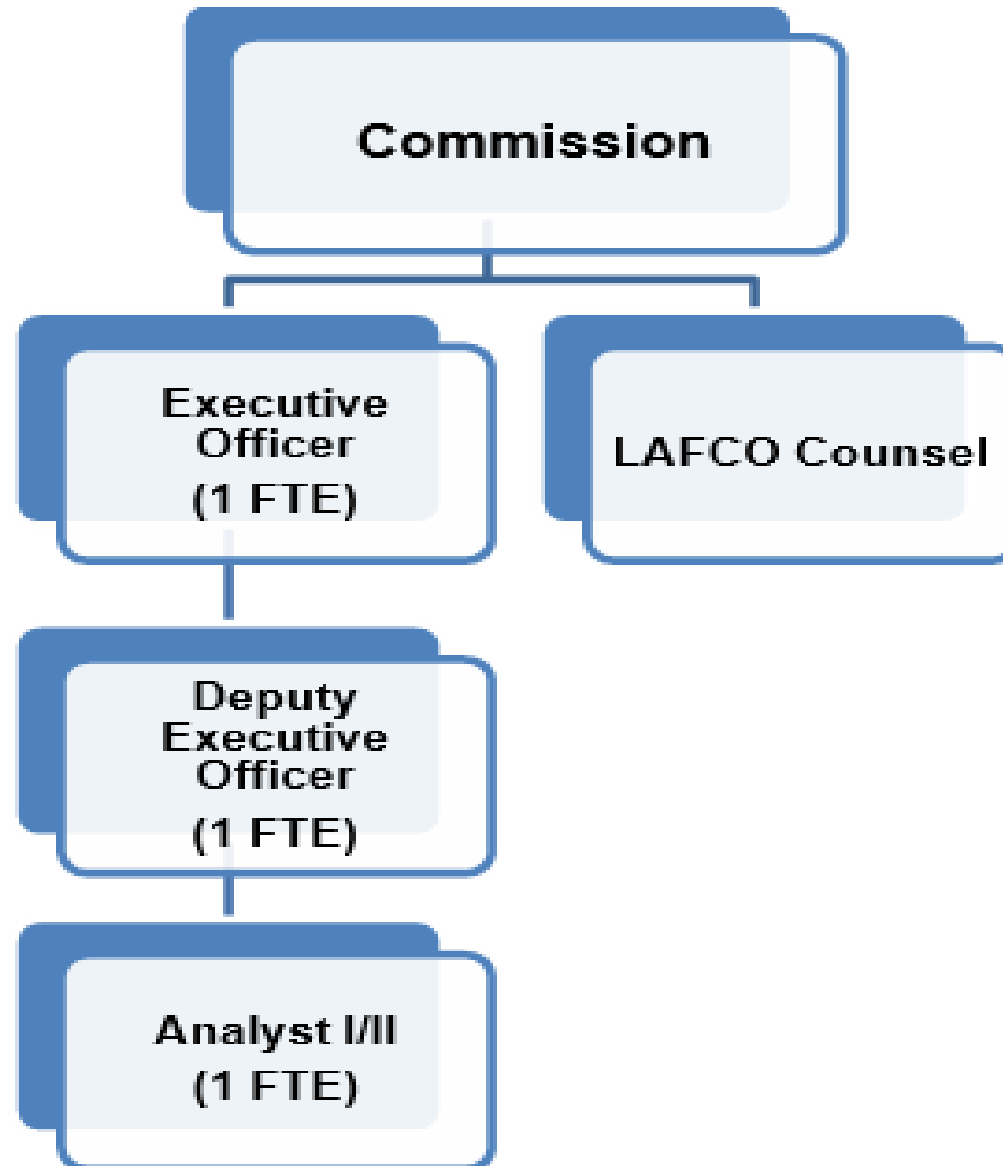
# Deputy Executive Officer

Title/\$ Range	Description	Distinguishing Characteristics
<b>Executive Officer (EO)</b> 1.0 FTE <sup>1</sup> <i>negotiated</i>	Under policy direction of the Commission. Plans, organizes, directs, and coordinates the activities of the LAFCO program; provides leadership, policy guidance, strategic direction and day-to-day management; fosters cooperative working relationships with the Commission, County, cities and special districts, the public and other entities; and other duties.	The LAFCO Executive Officer differs from the Deputy Executive Officer in that the LAFCO Executive Officer is responsible for all functions and activities of the LAFCO program. The Executive Officer takes policy direction from the Commission.
 <b>Deputy Executive Officer (DEO)</b> 0.0 FTE \$110,510-\$134,327	Under general direction, assists the EO in carrying out the policies and directives; administers and supervises day-to-day activities, duties, and responsibilities of LAFCO programs; and performs other related duties as assigned. Performs complex professional work in support of LAFCO's statutory activities and on a variety of projects involving research, data collection and other related tasks. The DEO is the acting EO in the absence of the Executive Officer and has signature authority.	The DEO differs from the EO as the EO has the primary overall responsibility for all LAFCO functions and activities under policy direction from the Commission. The DEO is distinguished from the SA because it functions as the EO in the EO's absence and has signature authority.
<b>Senior Analyst (SA)</b> 0.0 FTE \$86,588-\$105,248	Under general direction of the EO/DEO and performs complex professional work in support of LAFCO's statutory activities and on a variety of projects involving research, data collection and other related tasks in support of Solano LAFCO; responsible for a variety of specialized studies involving data collection/analysis, report prep, and outreach.	This position is distinguished from the I/II position by the requirement of advanced professional experience. The SA performs complex analyses, research, and policy development and routinely makes presentations to the Commission and other public meetings. The SA exercises greater independence and judgment and has considerable latitude for the use of initiative and independent judgment.
<b>Analyst II (AII)</b> 1.0 FTE \$74,920-\$91,066	Positions at this level are distinguished by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. Work is normally reviewed upon completion and for overall results.	Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. Work is normally reviewed upon completion and for overall results.
<b>Analyst I (AI)</b> 0.0 FTE \$64,235-\$78,666	Under close supervision, incumbents learn LAFCO systems, operations, practices, and procedures. Incumbents are initially assigned projects or responsibilities that are routine in nature and narrow in scope. As experience is gained, assignments become more varied and are performed with greater independence. This position may perform most of the duties required at the II level but are not expected to function at the same skill level and usually exercise less independent discretion and judgement in matter related to work procedures and methods.	Positions at this level usually perform most of the duties required of the positions at the II level but are not expected to function at the same skill level and usually exercise less independent discretion and judgement in matter related to work procedures and methods.
<b>LAFCO Tech (LT)</b> 0.0 FTE <i>Undetermined</i>	Under general supervision, provides skilled clerical and administrative support and serves as Clerk to the Local Agency Formation Commission (LAFCO), and performs related work as required.	The LT position is responsible for providing administrative support requiring knowledge of subject matter and organizational activities. Positions at this level perform the full range of duties as assigned, working independently, and exercising judgment and initiative.

<sup>1</sup> Note: There are 3.0 FTEs budgeted and authorized. Only 2 FTEs are filled: EO and Analyst II.



# Proposed Organization Chart





# Recommendations

- **RECEIVE** Personnel Committee report on succession planning and LAFCO Deputy Executive Officer position
- **CONSIDER** and **APPROVE** establishing LAFCO Deputy Executive Officer classification (Attachment #1)
- **APPROVE** recruitment for vacant funded position



# DISCUSSION





# Grand Jury Response



**2020-2021**  
**Wildfires On The Horizon**  
**Solano Homes At Risk**

- On June 7 LAFCO received a “fact check request” on the Grand Jury’s initial draft.
- On June 8 LAFCO responded with 9 comments/corrections
- On June 25 Grand Jury released their final report and requested responses from LAFCO on three findings and recommendations due September 23.
- LAFCO responded September 21.



An aerial photograph of a lush green valley. In the foreground, there are rolling green hills dotted with small trees. A farm with several buildings and a long fence line is visible in the middle ground. The background features more rolling hills under a sky with scattered white clouds.

# Special Meeting

November 22, 2021