



Solano Local Agency Formation Commission

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MINUTES

LOCAL AGENCY FORMATION COMMISSION OF SOLANO COUNTY
OCTOBER 17, 2022 10:00 A.M.
BOARD OF SUPERVISORS CHAMBERS
675 TEXAS STREET
FAIRFIELD, CALIFORNIA 94533

1. CALL TO ORDER AND SALUTE TO THE FLAG

Meeting called to order at 10:01 am.

2. ROLL CALL

Present: Commissioners: John Vasquez, Jim Spering, Harry Price,
Alternate Commissioners: Robert Guerrero, Ron Kott, and Mitch Mashburn

Not Present: Commissioner: Nancy Shopay, Ron Rowlett
Alternate Commissioner:

Staff: Rich Seithel, Executive Officer; Christina Love, Deputy Executive Officer; Scott Browne, Legal Counsel (On the Phone)

3. CHANGES AND APPROVAL OF THE AGENDA

There were no changes to the Agenda. Commissioner Price moved to approve the agenda with the addition, and Commissioner Spering seconded the motion.

AYES: Vasquez, Spering, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ASTAIN: None

4. PUBLIC COMMENT

There were no comments from the public.

5. PUBLIC COMMENT ON CONSENT ITEMS

There were no comments from the public.

6. CONSENT ITEMS

Commissioners

John Vasquez, Chair • Nancy Shopay, Vice-Chair • Ron Rowlett • Harry Price • Jim Spering

Alternate Commissioners

Robert Guerrero • Ron Kott • Mitch Mashburn

Staff

Rich Seithel, Executive Officer • Christina Love, Deputy Executive Officer • Aaron Norman, Analyst II

Commissioner Spring moved to approve the consent items.
Commissioner Price seconded.

AYES: Vasquez, Spring, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ABSTAIN: None

7. PUBLIC HEARING

None.

8. BUSINESS ITEMS

A. New Contract for General Legal Services – Commission received the proposed draft contract for legal services with Best, Best, and Kreiger. Commissioner Spring moved to authorize the Executive Officer to sign the contract. Alternate Commissioner Kott seconded the motion.

AYES: Vasquez, Spring, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ABSTAIN: None

B. LAFCO Project No. 2022-10: 7055 Steiger Hill Rd Annexation to the Rural North Vacaville Water District – Commission received the recommendation and findings in support of RNVWD annexing 7055 Steiger Hill Rd to provide water services. Commissioner Price moved to approve, and Alternate Commissioner Kott seconded the motion.

AYES: Vasquez, Spring, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ABSTAIN: None

C. Audit Engagement Letter – Financial Audit of Fiscal Years 2020/21 and 2021/22 – Commission received the Audit Engagement letter from James Marta & Company LLP and authorized the Executive Officer to sign the agreement and commence work. Commissioner Spring moved to authorize, and Alternate Commissioner seconded the motion.

AYES: Vasquez, Spring, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ABSTAIN: None

D. Adopt new LAFCO Job Classification for Office Administrator/Clerk, and Amend and Update the Personnel and Salary Resolution – Commission received the proposed job description for an Office Administrator/Clerk, and to

amend/revise Solano LAFCO personnel policy. Commissioner Price moved to approve, and Alternate Commissioner Kott seconded the motion.

AYES: Vasquez, Spring, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ABSTAIN: None

- E. Response to the Cordelia Fire Protection District (CFPD) staffing and response crisis** – Commission considered an emergency agreement that allows the City of Fairfield Fire Department (FFD) to form a short-term arrangement with CFPD for the provision of 9-1-1/emergency calls for service in the CFPD service area while a long-term solution to the CFPD issue is resolved. This emergency agreement addresses CFPD’s staffing deficiency emergency.

Staff impressed that this is for a short-term agreement for services, considered under GC Section 56133. Any long-term or permanent contract for services is subject to 56134 which directly addresses fire service contracts.

Commissioner Spring moved to authorize the Executive Officer administrative action to approve and sign the agreement, and Commissioner Price seconded the motion.

AYES: Vasquez, Spring, Price, Guerrero, Kott
NOES: None
ABSENT: Shopay, Rowlett
ABSTAIN: None

9. EXECUTIVE OFFICER UPDATES

The Executive Officer briefly provided Commission status updates on major ongoing and upcoming projects.

10. CLOSED SESSION

None.

11. REPORT OF CLOSED SESSION

None.

12. ADJOURNMENT

John Vasquez, Chair
Solano Local Agency Formation Commission

ATTEST:

Christina Love, Deputy Executive Officer