



Solano Local Agency Formation Commission

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

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

August 14, 2023 10:00 A.M.

ATTENTION: This meeting is in person and open to the public.

AGENDA

1. **CALL TO ORDER AND SALUTE TO THE FLAG**
2. **ROLL CALL**
3. **CHANGES AND APPROVAL OF THE AGENDA**
4. **PUBLIC COMMENT**

Opportunity for the public to speak to the Commission on any subject matter within the Commission's jurisdiction but not appearing on today's agenda.

5. **PUBLIC COMMENT ON CONSENT ITEMS**

Each speaker shall have 3 minutes to address any or all items under Consent.

6. **CONSENT ITEMS**

- A. Meeting Minutes – July 19, 2023
- B. Financial Reports – July 2023
- C. Technical Adjustment to Budget to Allocate Fund Balance to Re-Encumber for Active Contracts.

7. **PUBLIC HEARING**

- A. **LAFCO Project No. 2023-05 Fairfield Island Annexation Phase 1 – Pittman Road, Blessed Baptist Church, Sunset Apartments (APNs: 0044-080-170, 0044-080-160, 0037-160-040, 0037-160-060, 0037-060-480, 0037-060-490)** – The City of Fairfield (City) is requesting to annex about 15 acres of Solano County jurisdictional island areas. The 15 acres consist of 3 separate islands broken into 6 parcels. The islands are not contiguous to each other, but are all substantially surrounded by the City of Fairfield. Additionally, the City requests the following concurrent actions: annexation

Commissioners

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

Alternate Commissioners

Robert Guerrero • Alma Hernandez • Wanda Williams

Staff

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

into Fairfield-Suisun Sewer District; and detachment from the Suisun Fire Protection District, Cordelia Fire Protection District, Special Road Fund 108, and Solano County Lighting Service Area. The 3 islands are more generally referred to as: (A-PR) Pittman Road, (B-SA) Sunset Apartments, (C-BBC) Blessed Baptist Church.

CEQA: Fairfield Island Annexations Phase 1 is consistent through:

- Categorically Exempt under PRC §15319 and §15303 for Pittman Road
- Reaffirm the City of Fairfield's Mitigated Negative Declaration for Sunset Avenue Apartments (SCH# 2022080702)
- Reaffirm the City of Fairfield's Mitigated Negative Declaration for Blessed Baptist Church

8. BUSINESS ITEMS

- A. LAFCO Project 2023-12: Update the Personnel and Salary Resolution Appendix A to Reflect a 5% Cost of Living Adjustment for LAFCO Classifications of Office Administrator/Clerk, Analyst I, Analyst II, Sr. Analyst, and Deputy Executive Officer, Effective July 1, 2023, and Update the Executive Officer's Salary.**

Execute Contract Amendment 2023-01 Amending Section 5.01 Executive Officer Annual Salary, Effective June 12, 2023.

During the June 12, 2023 Commission Hearing for the FY 2023-24 Final Budget, the Commission approved a 5% COLA for non-contracted employees. This action adopts the COLA revisions and amends the Salary Schedule.

Additionally, the Commission held a closed session for the Executive Officer evaluation and contract negotiation for a salary increase. This action amends the Executive Officer Contract's annual salary.

- B. LAFCO Project 2023-11: Amend the Personnel and Salary Resolution by Approving the New LAFCO Project Specialist Job Classification and Related Changes to Section 4.11 Administrative Leave, Position Descriptions, and Appendix A and B; and Appropriate Funds to Fill the Position.**

During the LAFCO Commission public hearing on the Final Budget for Fiscal Year 2023-2024 on June 12, 2023, the Commission directed staff to review the fund balance in consideration of a possible new employment position with a primary focus on in-house service reviews and sphere of influence updates as opposed to continuing to contract with outside consultants. Therefore, the staff proposes the attached job classification for LAFCO Project Specialist.

9. EXECUTIVE OFFICER UPDATES

The Executive Officer will briefly provide Commission status updates on major ongoing tasks and inform Commission of any known upcoming projects.

10. CLOSED SESSION

None.

11. REPORT OF CLOSED SESSION

12. ADJOURNMENT

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