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**DRAFT MINUTES**  
**2001**

**SEPTEMBER 10,**

**LOCAL AGENCY FORMATION COMMISSION  
MENDOCINO COUNTY**

The Local Agency Formation Commission convened a regular meeting on Monday, September 10, 2001 at 10:05 AM, at the Ukiah Civic Center, Council Chambers.

**AGENDA ITEM 1 – CALL TO ORDER / ROLL CALL**

Chairman Melo called the regular meeting of the Mendocino Local Agency Formation Commission to order at 10:05 AM. A roll call was taken, finding the following members present and seated: Ashiku, Hebrard, Ranker, Simon and Melo.

It was noted that Commissioners Lucier and Delbar were not present. Also present were Alternate Commissioners Orth and Oslund as well as Executive Officer McMichael along with former E. O. Amy Jones.

**AGENDA ITEM 2 – PUBLIC EXPRESSION**

Lee Howard spoke regarding the minutes of July 9, 2001 and the recording of the vote for the selection of the new Executive Officer.

**AGENDA ITEM 3 – APPROVAL/CORRECTION/ADOPTION OF MINUTES**

The Executive Committee Minutes of March 12, 2001 were approved with modification by a motion of Commissioner Hebrard and a seconded by Commissioner Simon. The modification of the minutes were to indicate that the vote for the selection of Executive Officer McMichael tallied in close session 6-1 with Commissioner Hebrard dissenting. With that modification a voice vote for approval was taken and found to be in the affirmative.

**AGENDA ITEM 4 – REPORTS & RECOMMENDATIONS**

Executive Officer: The Executive Officer reported on the following items:

Laytonville County Water District

Executive Officer McMichael reported that he received three phone calls from Marcia Smythe regarding the District's application. Subsequent to these phone calls a certified letter was sent to the Board of Directors and Dave White regarding the status of their application. The letter indicated a

number of items that needed to be completed before the application would be accepted for review. A copy of the letter was given to all Commissioners along with previous additional letters sent to the district by Ms. Amy Jones.

#### City of Ukiah

The City is currently proceeding with the CEQA review for their annexation proposal, as well as analyzing service plans in preparation of their Sphere Amendment.

#### Office Transition

E.O. McMichael reported on the transition of executive officers and the setup of his office. Phone numbers and fax numbers will remain the same with an e-mail address being forthcoming.

#### CALAFCO CONFERENCE

The annual conference for LAFCO is scheduled for Wednesday, Thursday and Friday October 31—November 1, 2001. Commissioners Ranker and Simon indicated an interest in attending with Chairman Melo indicating that he may attend. Each Commissioner is to make his or her hotel reservations and travel arrangements. E.O. McMichael will arrange for conference registration once the forms are available.

#### Policy and Procedure Updates

A draft application, application procedures, overview of annexation and glossary will be forwarded to the Planning Committee by September 28 by Ms. Jones. The full Commission could hear their recommendations for these areas by the regular LAFCO meeting.

#### Commissioner Reports

Commissioner Ranker reported that she had an opportunity to meet with an aide of Speaker Hertzberg and was able to inform him of the difficulty and problems the Hospital District was having with the funding requirements of AB 2838 and other issues that affected rural counties regarding the implementation of AB 2838. She was invited to stay in contact and submit any recommendations regarding these issues to Speaker Hertzberg.

It was decided that the Executive Committee would meet on September 19<sup>th</sup> at 1:00 PM at Brooktrails to consider items of concern regarding AB 2838 and to possibly formulate a letter Speaker Hertzberg regarding the impacts on jurisdictions within rural counties and the difficulty of funding the mandates under AB 2838.

#### **AGENDA ITEM 5—Review of AB 2838 Implementation**

A discussion of City and Special District payments was held. Ms. Jones reported that \$107,000 had been received to the LAFCO account with several outstanding payments not yet received.

OPR is currently holding public hearings to review the Incorporation Procedure Guidelines that were required by AB2838. That document can be viewed through the OPR website ([www.opr.ca.gov](http://www.opr.ca.gov))

General discussion of OPR draft Service Review Guidelines occurred under Item 6 of the Agenda, Commissioner Workshop.

**AGENDA ITEM 6—Commissioner Workshop**

The summary of the draft guidelines had not been released by OPR by this date as was expected. E.O. McMichael handed out a Service Review Process Flow Sheet and reviewed the complexity of the draft guidelines and potential fiscal impact on jurisdictions. Commission agreed to wait until a summary of the guidelines had been released and comments and changes to the present draft guidelines had been incorporated before more extensive review.

**ADJOURNMENT**

At 11:30 a.m. Chairman Melo adjourned the regular meeting of the Mendocino Local Agency Formation Commission.

Respectfully submitted,  
Frank McMichael, Executive Officer