

## **LOCAL AGENCY FORMATION COMMISSION MENDOCINO COUNTY**

The Local Agency Formation Commission convened a regular meeting on Monday, December 6, 2004 at 10:07 AM, at the City of Ukiah Council Chambers, 300 Seminary, Ukiah.

### **AGENDA ITEM 1—CALL TO ORDER / ROLL CALL**

Chairwoman Ranker called the regular meeting of the Local Agency Formation Commission of Mendocino County to order at 10:00 AM. The following Commissioners were present and seated: Oslund, Colfax, Simon, Delbar and Chairwoman Ranker. Also present were Alternate Commissioners Wagenet and Ward and as well as Executive Officer McMichael. Commissioner Melo had previously informed the Commission of his expected absence. Commissioner O'Brien was not present.

### **AGENDA ITEM 2—PUBLIC EXPRESSION**

There was no one from the public in attendance at the meeting.

### **AGENDA ITEM 3—APPROVAL/CORRECTION/ADOPTION OF MINUTES**

Executive Officer McMichael informed the Commission that the minutes in their packet failed to reflect that Commissioner Delbar had left after the vote on Agenda Item 4, and provided a set of minutes that reflected this change. Upon a motion by Commissioner Simon and seconded by Commissioner Oslund the updated minutes of October 4, 2004 as provided by Executive Officer McMichael were approved and adopted as submitted. (Ayes: Oslund, Simon, Colfax, Delbar and Chairwoman Ranker; Nays: None; Abstain: None; Absent: Melo and O'Brien)

### **AGENDA ITEM 4—REVIEW/DISCUSSION OF DRAFT AUDIT REPORT FOR FISCAL YEAR 03-04**

The Commission reviewed the proposed draft Management Discussion and Analysis (MD&A). After an extensive discussion and question period, primarily centered around the Currently Known Facts, Decisions or Conditions section of the MD&A Commissioner Oslund, seconded by Commissioner Delbar entered a motion that the draft MD&A with corrections be accepted by the Commission and that Chairwoman Ranker and Executive Officer McMichael were directed to sign the MD&A and to forward a copy to Michael Celentano, CPA for inclusion in the FY 2003-2004 audit. The motion

passed by the following roll call vote: Ayes: Oslund, Simon, Colfax, Delbar and Chairwoman Ranker Nays: None; Abstain: None; Absent: Melo and O'Brien.

The Commission then reviewed and discussed the Client Representation letter asking the Commission to confirm that all relevant information had been provided to the auditor. Upon a motion by Commissioner Simon, seconded by Commissioner Colfax, Chairwoman Ranker and Executive Officer McMichael were directed to sign the letter and to send it to the auditor, Michael Celentano, CPA.

The Commission then reviewed the draft audit report from Michael Celentano, CPA. After discussion and proposed changes to reflect the inclusion of the MD&A the Commission directed Executive Officer McMichael to return the draft audit to the auditor with all proposed changes.

**AGENDA ITEM 5—PROPOSED COLA POLICY FOR CONTRACTS**

The Commission reviewed the proposed policy submitted in their packets. After discussion and questions, the Commission directed that this policy be sent to the Executive Committee.

**AGENDA ITEM 6—REVIEW OF SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) COVERAGE FOR LAFCO OF MENDOCINO COUNTY**

After discussion and review of the coverage and the cost for insurance, the Commission received the report as provided in their packet.

**AGENDA ITEM 7—DISCUSSION AND REVIEW OF CEASE AND DESIST ORDERS FROM STATE WATER RESOURCES BOARD TO REDWOOD VALLEY COUNTY WATER DISTRICT AND RUSSIAN RIVER FLOOD CONTROL AND WATER CONSERVATION IMPROVEMENT DISTRICT**

After some discussion, the Commission received copies of the letters and Cease and Desist Orders to the above indicated districts.

**AGENDA ITEM 8—DISCUSSION/DIRECTION ON PRIVATE SMALL WATER SYSTEMS BEING DEVELOPED WITHIN OR WITHOUT DISTRICTS IN LIEU OF SERVICE BY THE DISTRICT**

The Commission reviewed Redwood Valley CWD Resolution No. 04-04 Opposing State Small Water Systems That Are Created to Provide Residential Water Service Within Redwood Valley Service Area and related documents.

After review, Executive Officer McMichael was directed to further research this issue. The Commission did not think that a policy was needed at this time.

**AGENDA ITEM 9—REPORTS**

- A. Executive Officer McMichael reported that he would be out of town for training and that the office would be closed for the week of December 13<sup>th</sup> to 17<sup>th</sup>.
- B. Commissioners had no reports.

**AGENDA ITEM 10—CORRESPONDENCE**

The Commission received the correspondence as presented without direction.

**AGENDA ITEM 11—ADJOURNMENT**

The Commission adjourned at 11:42 with the direction that there would not be a meeting in January and that the next meeting was to be in February.