



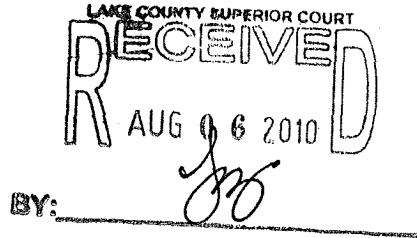
# LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director  
(707) 263-7799 / Fax 463-2212  
www.lakeapc.org

367 North State Street, Suite 206  
Ukiah, CA 95482

August 4, 2010

Honorable Richard C. Martin  
Presiding Judge of the Superior Court  
County of Lake  
255 N. Forbes Street  
Lakeport, CA 95453



RE: Response to 2009-10 Grand Jury Final Report

Honorable Richard C. Martin:

The Lake County/City Area Planning Council (APC) is in receipt of the 2009-2010 Lake County Civil Grand Jury – Final Report (June 30, 1010) and your memo dated July 15, 2010 advising me that I must respond to the findings and recommendations according to Penal Code 933 and 933.05.

## **Findings:**

- F 1. The Information Technology (IT) Department is responsible for updating the Lake APC Website.

Response: The Lake APC partially disagrees with this finding. The IT Department acts as the web master to the Lake APC website. When updates are needed to the Lake APC website, staff is able to log on to the database to make changes. Once changes are made to the database an email is sent to the IT Department notifying them of the updates, which are then uploaded to the server where the changes are then visible to the user on the internet. APC staff also provides the IT Department with .pdf documents that are loaded to the server that provide information such as meeting agendas and minutes, planning documents and other pertinent information relating to the APC. Timeliness of postings has improved over the past few months.

- F 2. The public is welcome at the meeting to address issues related to the APC's jurisdiction.

Response: The Lake APC agrees with the finding.

- F 3. The day-to-day business of the APC is performed by the contracted administrator as directed by the board of directors.

Response: The Lake APC agrees with the finding.

- F 4. The presence of Caltrans allows for issues of concern to be immediately presented to them for investigation and action.

Response: The Lake APC agrees with the finding.

- F 5. The winter 2010 newsletter tells of the funding cuts that will impact the road maintenance, bus services and long range road improvements of Lake County. This and past newsletters are available at the Lake APC website.

Response: The Lake APC agrees with the finding.

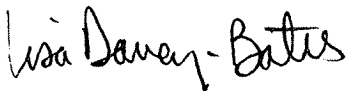
**Recommendations:**

- R 2. Post the meeting location and agendas on the Lake APC website prior to the actual meeting date.

Response: The recommendation has been implemented. A summary of the process is as follows:

1. Updates to the Lake APC website have occurred on a regular basis since its inception approximately four years ago. There has been, on occasion, a delay between the time when APC staff informs the IT Department of updates that are ready and when they are actually uploaded to the server/website. APC staff informed the IT Department of the importance to upload time-sensitive information that is posted to our website in February 2010. An email between the APC and IT Department is attached verifying communication of this request. Since that time, this has been a non-issue.
2. Hard copies of the agendas are also posted at the meeting locations of each APC meeting.

Respectfully Submitted,



Lisa Davey-Bates  
Executive Director

/ldb

Attachment

Cc: Phillip J. Dow, Dow & Associates  
Lake APC Board of Directors

## Lisa Davey

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**From:** Alexis Pedrotti [pedrottia@dow-associates.com]  
**Sent:** Tuesday, August 03, 2010 4:31 PM  
**To:** 'Lisa Davey'  
**Subject:** FW: Lake APC Website Update 2-22-10  
**Attachments:** image001.gif

### Alexis Pedrotti

Lake County/City Area Planning Council  
Mendocino Council of Governments  
Lake & Mendocino County SAFE Program  
367 N. State Street, Suite 206  
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(707)463-1806 (t)  
(707)463-2212 (f)  
[pedrottia@dow-associates.com](mailto:pedrottia@dow-associates.com)

**From:** Cheryl Johns [mailto:cherylj@co.lake.ca.us]  
**Sent:** Wednesday, February 24, 2010 7:10 AM  
**To:** Alexis Pedrotti  
**Cc:** Selena Manson  
**Subject:** Re: Lake APC Website Update 2-22-10

Hi Alexis,

Selena said that you can send the updates to her, [selenam@co.lake.ca.us](mailto:selenam@co.lake.ca.us).

~Cheryl~

>>> "Alexis Pedrotti" <[pedrottia@dow-associates.com](mailto:pedrottia@dow-associates.com)> 2/22/2010 8:43 AM >>>  
Good Morning,

Attached please find an agenda and minutes that need to be posted to the website as soon as possible. I have also updated the access database and uploaded it to the ftp site.

Just a quick side note, we have had a few complaints lately that our website is not update to date and/or not working properly. I am sure you know, but we have to have these agendas posted as soon as possible for the public. I try to e-mail them to you as soon as they are ready, but sometimes they don't get posted until after the meeting. I am not sure exactly the best solution, but maybe we can try to work on something together to quicken and smooth this process. It may be something that your department doesn't have the capability to accomplish anymore, and if that is the case, I may need to discuss with Lisa other options.

Please let me know what would work best for you and your department, or your ideas to helping us get these important documents posted sooner.

Thanks for your help!

### Alexis Pedrotti

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