

MEMORANDUM

TO: Butte Local Agency Formation Commission

FROM: Jill Broderon, Management Analyst

SUBJECT: **Agenda Item No. 4.2 - Appointment of Budget Committee for the 2016/17 Fiscal Year**

DATE: February 10, 2016 for the Meeting of March 3, 2016

Preparation for the Preliminary 2016/17 Fiscal Year LAFCO Budget is underway. It has been the Commission's practice to establish a Budget Committee to assist staff with the preparation of the annual budget. The Budget Committee is composed of a quorum of the Commission and as such, all meetings are subject to the Brown Act and are open to the public.

Budget Committee Appointment

The Commission has historically appointed a Budget Committee consisting of the LAFCO Chair, three Commissioners and an Alternate.

Budget Workshop

The first meeting of the Budget Committee has been scheduled for 10:00 a.m. on Thursday, March 10, 2016. The meeting will be held at the LAFCO office located at 1453 Downer Street, Suite C, in Oroville. The discussion will focus on the status of the current fiscal year budget as well as a review of the preliminary 2016/17 FY budget.

ACTION REQUESTED:

Appoint a Budget Committee consisting of the LAFCO Chair, three Commissioners and one Alternate.