

## MEMORANDUM

TO: Butte Local Agency Formation Commission

FROM: Jill Broderon, Management Analyst

SUBJECT: **Appointment of Budget Committee for the 2014/15 Fiscal Year**

DATE: January 10, 2014 for the Meeting of February 6, 2014

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Preparation for the Preliminary 2014/15 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 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

Staff anticipates that the first meeting of the Budget Committee will be scheduled in the third week of February with all meetings to 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 budget, including a work program for Fiscal Year 2014/15.

### **ACTION REQUESTED:**

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