

M E M O R A N D U M

TO: Local Agency Formation Commission
FROM: Stephen Lucas, Executive Officer
SUBJECT: **Agenda Item 6.1 - Executive Officer's Report**
DATE: February 25, 2015 for the meeting of March 5, 2015

ADMINISTRATION:

1. The financial report as of February 25, 2015 is provided as Exhibit 1 to this report.
2. Several LAFCO commissioner terms are due to expire on May 31, 2015, they include:
 - Board of Supervisors Members (Connelly, *Regular* and Wahl, *Alternate*) – Staff has requested of County Administration that appointments be made at an upcoming Supervisors' meeting prior to the end of May.
 - City Members (Lotter, *Regular*) – County Administration has been requested to convene the City Selection Committee to select an appointee to serve a new term. The City Selection Committee is tentatively scheduled to meet March 5th just prior to the LAFCo meeting.
 - Enterprise Special District Regular Member (Duncan) – Special District members are elected by all Special Districts in the County with LAFCO coordinating the election process. On February 20, 2015, Special Districts were requested to offer nominations for a Special District "Enterprise" *Regular* Member to serve on the Commission for a four year term. Nomination letters must be supported by an official action of the District's Board of Directions and signed by the appropriate Officer of the Board. Nominations letters were requested to be returned by Friday, March 27, 2015. Once nominations have been received, a formal mail ballot will be provided to each district for consideration.

New terms are scheduled to begin June 4, 2015 and expire May 31, 2019.

3. SDRMA 2015 Election - Request for Nominations. Nominations are now open for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors. As a member agency, LAFCo commissioners are eligible to serve. Terms are for four years beginning January 1, 2016 and expire December 31, 2019. Board meetings are generally one meeting per month, with an average of eight board meetings per year. Typically, the Board meets on the first Wednesday afternoon and Thursday morning of the month (this conflicts with Butte LAFCo regular meetings) in Sacramento. Meetings generally run 6-8 hours. The average time commitment per month ranges from 15 to 20 hours. Should a Commission choose to nominate a candidate, they shall do so by resolution and submit a "Statement of Qualifications". Nomination documents must be received by SDRMA no later than Friday, May 1, 2015

CALAFCO: None

PROJECT NOTES: None

GENERAL NOTES: None

APPLICATION ACTIVITY See Exhibit 2

Exhibit 1 - FINANCIAL REPORT

		2014/15				
		Adopted	Special Projects	Total	2/24/2015	%
Funding Sources:						
101001	Fund Balance	7,654.00	-	7,654.00	-	0%
4410101	Interest	5,000.00	-	5,000.00	2,650.14	53%
4410103	*Unrealized Gain/Loss	-	-	-	86.55	
4547970	County Funding	251,423.00	-	251,423.00	251,423.00	100%
4547971	Cities Funding	251,423.00	-	251,423.00	251,423.00	100%
4547972	Special Districts' Funding	55,872.00	-	55,872.00	55,866.00	100%
4617230	Filing Fees	35,000.00	-	35,000.00	31,101.43	89%
4712523	Miscellaneous - Revenue	-	-	-	86.39	
47112537	Miscellaneous - Refunds	-	-	-	1,165.77	
4711308	SOI Trust Fund Transfers	21,638.00	-	21,638.00	-	0%
4712531	Reimbursement of P/Y Expenditures	-	-	-	-	
Total Funding Sources		628,010.00	-	628,010.00	593,802.28	94.55%
Expenditures:						
511	Salaries & Wages	304,612.00	-	304,612.00	190,811.33	63%
518	Employee Benefits	138,411.00	-	138,411.00	89,711.46	65%
523	Communications	3,902.00	-	3,902.00	2,353.64	60%
526	Household Expense	750.00	-	750.00	-	0%
527	General Insurance	4,096.00	-	4,096.00	3,648.08	89%
528	Compensation Insurance	2,300.00	-	2,300.00	999.23	43%
533	Memberships	4,167.00	-	4,167.00	3,488.00	84%
535	Office Expense	6,313.00	-	6,313.00	8,468.69	134%
536	Professional & Specialized Services	63,507.00	-	63,507.00	32,086.50	51%
537	Publications & Legal Notices	1,900.00	-	1,900.00	551.30	29%
538	Rents & Leases - Buildings	24,122.00	-	24,122.00	11,622.30	48%
539	Rents & Leases - Equipment	300.00	-	300.00	150.00	50%
541	Special Departmental Expense	3,500.00	-	3,500.00	39.00	1%
542	Data Processing	6,680.00	-	6,680.00	3,340.00	50%
543	Transportation & Travel	19,750.00	-	19,750.00	10,576.75	54%
544	Utilities	3,700.00	-	3,700.00	2,006.07	54%
580	Appropriation for Contingencies	30,000.00	-	30,000.00	-	0%
101001	Appropriation for Reserve	10,000.00	-	10,000.00	-	0%
Total Expenditures		628,010.00	-	628,010.00	359,852.35	57.30%

* Unrealized gain/loss is based on cash @ years' end and is a requirement of audited financial statements. Figure is booked and reversed in new year.

Exhibit 2 - APPLICATION ACTIVITY

Project Status As of Feb. 24, 2015

File	Applicant	Project Name	Date Application Received	Certificate of Filing	LAFCO Hearing Date	Certificate of Completion	SBE Submittal Date	Additional Comments
11-06	Butte County	CSA No. 114 - Expansion of Powers	02/02/11	N/A	pending	N/A	N/A	Incomplete - On Hold
11-22	Oroville	SOI Plan Update	06/21/12	N/A	11/06/14	N/A	N/A	Approved. Completing process
13-21	Chico	Ext. of Services - 1420 Boucher St.	02/07/13	N/A		N/A	N/A	Incomplete -Ck for Fees Returned
14-02	Chico	Boucher Street Annexation No. 06	11/13/13	02/03/14	04/01/14	12/03/14		Submitted to SBE
14-16	Oroville	Acacia Avenue Annexation No. 5	06/24/14	07/14/14	08/07/14	01/13/15		Need TRA Assignment - CSA Issue
15-03	Butte County	CSA No 4 Expansion of Powers	10/06/14	10/13/14	03/05/15			In progress
15-04	Oroville	South Oroville Annexation No. 1	10/27/14	12/09/14	02/05/15			Approved - Reconsideration period
15-05	Oroville	Lower Wyandotte Annexation No. 4	10/27/14	12/09/14	03/05/15			In progress
15-06	Chico	Ext. of Services - 2174 Mulberry St.	02/19/15	N/A	03/05/15	N/A	N/A	In progress
15-07	SFWPA	Railroad Ave. Annexation No. 2	12/15/14	01/07/15	02/05/15			Approved - Reconsideration period
15-08	Biggs	MSR/SOI Plan Updates	01/29/15		pending			
15-09	Chico	Ext. of Services - 1275 Guill St.	02/20/15	N/A	pending	N/A	N/A	Need fees
15-10	Chico	Ext. of Services - 1255 Guill St.	02/20/15	N/A	pending	N/A	N/A	Need fees
15-11	Chico	Ext. of Services - 2212 Laurel St.	02/20/15	N/A	pending	N/A	N/A	Need fees
SP-57	LAFCo	Gateway at Butte Creek						Consultation