

M E M O R A N D U M

TO: Local Agency Formation Commission

FROM: Stephen Lucas, Executive Officer

SUBJECT: **Agenda Item 7.1 - Executive Officer's Report**

DATE: April 22, 2014 for the meeting of May 1, 2014

ADMINISTRATION:

1. The Executive Officer, (serving as Chair of the CALAFCO Workshop Program Committee), Deputy EO and Legal Counsel attended the 2014 Staff Workshop April 23-25. The Executive Officer and Legal Counsel conducted a session on managing proposals from early consultation through final decision.
2. The Program Committee for the CALAFCO Annual Conference to be held in Ontario October 15-17, 2014, is requesting each Commission provide topics of interest. Potential Conference Topics (or Subject Areas) discussed to date include:

- | | |
|---|--|
| <input type="checkbox"/> Leadership Ideas for Commissioners and Staff | <input type="checkbox"/> Wastewater Capacity and Water Supply |
| <input type="checkbox"/> Who's Line Is It Anyway – Understanding GIS Mapping | <input type="checkbox"/> Consolidations/Reorganization Proposals |
| <input type="checkbox"/> Municipal Service Reviews – Haven't We Heard Enough? | <input type="checkbox"/> Innovative Public Outreach Methods |
| <input type="checkbox"/> Municipal Disincorporation's | <input type="checkbox"/> There is No Water to Put out the Fires |
| <input type="checkbox"/> Agricultural Preservation and Open Space Protection | <input type="checkbox"/> Private/Mutual Water Companies |
| <input type="checkbox"/> I Hear the Train a 'coming – right through a field of strawberries... | |
| <input type="checkbox"/> Alphabet Soup of Regional Collaboration – MPO's, COG's (Sub ideas – RTP's; SCS's –What's LAFCo got to do with it?) | |
| <input type="checkbox"/> Taking the "DIS" out of Disadvantaged Communities – What is LAFCo's Role? | |
| <input type="checkbox"/> Mandatory Training Issues for Commissioner's and Staff - Ethics AB 1234; Harassment AB 1825 | |
| <input type="checkbox"/> Your Ideas Here _____ | |

PROJECT NOTES:

Staff met with City of Oroville staff to discuss progress in the City's MSR/SOI Update application. The Draft documents are nearing completions with the exception of updated financial/budget information which the City is currently compiling. This has been a very cooperative effort to date and it is expected that the Draft MSR/SOI Update will be ready for public review sometime late summer with final approval before the end of the year or sooner.

GENERAL NOTES:

Staff has arranged a meeting for May 8th between Supervisor/Commissioner Connelly and the City (Mayor/City Manager) to discuss an annexation strategy/plan for the south Oroville area. This came about following a public outreach meeting at which Supervisor Connelly and Mayor Dahlmeier agreed to move the annexation process forward.

LEGISLATIVE NOTES: None

FINANCIAL REPORT: See Exhibit 1.

APPLICATION ACTIVITY See Exhibit 2

Exhibit 1 - FINANCIAL REPORT

		2013/14				
		Adopted	Special Projects	Total	As of 4-22-2014	%
Funding Sources:						
101001	Fund Balance	93,986.00	6,224.00	100,210.00	-	
4410101	Interest	7,000.00	-	-	2,734.90	
4410103	*Unrealized Gain/Loss	-	-	-	1,266.33	
4547970	County Funding	218,628.00	-	-	218,628.00	
4547971	Cities Funding	218,628.00	-	-	218,628.00	
4547972	Special Districts' Funding	48,584.00	-	-	48,586.00	
4617230	Filing Fees	35,000.00	-	-	17,555.94	
4712523	Miscellaneous	-	-	-	248.81	
4711308	SOI Trust Fund Transfers	50,000.00	-	-	-	
4712531	Reimbursement of P/Y Expenditures	-	-	-	-	
Total Funding Sources		671,826.00	6,224.00	678,050.00	507,647.98	74.87%
Expenditures:						
511	Salaries & Wages	338,870.00	-	338,870.00	235,895.81	
518	Employee Benefits	138,540.00	-	138,540.00	109,417.06	
523	Communications	3,740.00	-	3,740.00	3,103.66	
526	Household Expense	750.00	-	750.00	-	
527	General Insurance	4,096.00	-	4,096.00	4,035.98	
528	Compensation Insurance	2,000.00	-	2,000.00	1,242.06	
533	Memberships	4,220.00	-	4,220.00	4,072.00	
535	Office Expense	3,750.00	11,000.00	14,750.00	2,011.84	
536	Professional & Specialized Services	46,350.00	6,224.00	52,574.00	46,140.50	
537	Publications & Legal Notices	1,900.00	-	1,900.00	679.54	
538	Rents & Leases - Buildings	23,419.00	-	23,419.00	17,433.45	
539	Rents & Leases - Equipment	300.00	-	300.00	225.00	
541	Special Departmental Expense	3,500.00	-	3,500.00	1,587.00	
542	Data Processing	-	-	-	3,340.00	
543	Transportation & Travel	19,750.00	-	19,750.00	14,083.49	
544	Utilities	3,300.00	-	3,300.00	2,636.42	
554	**County Support Services	26,341.00	-	26,341.00	-	
580	Appropriation for Contingencies	30,000.00	-	30,000.00	-	
101001	Appropriation for Reserve	10,000.00	-	10,000.00	-	
Total Expenditures		660,826.00	17,224.00	678,050.00	445,903.81	65.76%

* 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.

** Beginning in FY 2013/14, County Support Services have been integrated within Services & Supplies.

Exhibit 2 - APPLICATION ACTIVITY

Project Status As of April 22, 2014

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		N/A	N/A	Incomplete
13-15	Chico	Stewart Ave. Annexation No. 3	05/02/13	12/09/13	02/06/14			Processing
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			landowner petition
14-05	Chico	Ext. of Services - 1406 Boucher St.	12/17/13	N/A	03/06/14	N/A	N/A	applicant: landowner
14-06	Chico	Ext. of Services - 970 Wisconsin St.	03/24/14	N/A	05/01/14	N/A	N/A	Processing
14-07	Chico	Ext. of Services - 710 Oak Lawn Ave.	04/07/14	N/A	06/05/14	N/A	N/A	
14-08	Chico	Ext. of Services - 733 Colorado St.	04/18/14	N/A	06/05/14	N/A	N/A	
SP-57	LAFCo	Gateway at Butte Creek						Consultation