

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: November 25, 2014 for the meeting of December 4, 2014

ADMINISTRATION:

1. The 2015 LAFCO Calendar was amended to change the date of the CALAFCO Staff Workshop which was incorrectly entered. The actual date of the Staff Workshop is April 15-17, 2015 which will be held in Grass Valley. The updated calendar is included with the report.
2. The financial report for the period of July 1, 2014 to November 24, 2104 is provided as Exhibit 1 to this report.

CALAFCO:

1. The CALAFCO Board (of which Commissioner Duncan is a Director) met on November 14, 2014. At this meeting:
 - Commissioner/Director Duncan was appointed to the Awards Committee;
 - LAFCO Executive Officer/CALAFCO Deputy Executive Officer Lucas was appointed Vice Chair of the Legislative Committee;
 - LAFCO Legal Counsel Browne was appointed to the Legislative Committee
 - Legislative priorities were affirmed to include: 1) Revisions to Protest Provisions; 2) Addressing the relationship between joint powers authorities and LAFCOs; and 3) Updating the provisions related to disincorporation.
 - The 2014 Legislative year saw 3,695 bills introduced, 1,178 bills chaptered (approved), 2,374 died in committee's and 143 were vetoed. Of these, the Legislative Committee tracked 18 bills that were of relevance to LAFCOs.
 - The Board set its Strategic Retreat for January 29-30, 2015. Subjects of interest include increasing LAFCOs visibility in relation to overall governance functions; addressing compensation for "volunteer" staff from participating LAFCOs; how to improve member services; and discussing various methods to improve consistency among LAFCOs actions throughout the state.
2. CALAFCO University will be sponsoring a class entitled "*LAFCO & the Law: Avoiding the Legal Pitfalls and Potholes of CKH*" on December 8, 2014. The Executive Officer is the Moderator for this class which will also include Butte LAFCO Legal Counsel on the panel of experts.

PROJECT NOTES: Overall project activity is picking up as development opportunities improve throughout the County. There is also an uptick in conversations with Staff from various interests concerning reorganizations and methods to share services among agencies.

GENERAL NOTES: None

APPLICATION ACTIVITY See Exhibit 2

Exhibit 1 - FINANCIAL REPORT

		2014/15				
		Adopted	Special Projects	Total	As of 11/24/2014	%
Funding Sources:						
101001	Fund Balance	7,654.00	-	7,654.00	-	0%
4410101	Interest	5,000.00	-	5,000.00	1,208.46	24%
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	14,101.43	40%
4712523	Miscellaneous - Revenue	-	-	-	86.39	
47112537	Miscellaneous - Refunds	-	-	-	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	574,360.60	91.46%
Expenditures:						
511	Salaries & Wages	304,612.00	-	304,612.00	108,800.42	36%
518	Employee Benefits	138,411.00	-	138,411.00	47,777.23	35%
523	Communications	3,902.00	-	3,902.00	1,317.29	34%
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	646.23	28%
533	Memberships	4,167.00	-	4,167.00	2,368.00	57%
535	Office Expense	6,313.00	-	6,313.00	509.40	8%
536	Professional & Specialized Services	63,507.00	-	63,507.00	9,050.00	14%
537	Publications & Legal Notices	1,900.00	-	1,900.00	96.71	5%
538	Rents & Leases - Buildings	24,122.00	-	24,122.00	3,874.10	16%
539	Rents & Leases - Equipment	300.00	-	300.00	75.00	25%
541	Special Departmental Expense	3,500.00	-	3,500.00	-	0%
542	Data Processing	6,680.00	-	6,680.00	-	0%
543	Transportation & Travel	19,750.00	-	19,750.00	6,794.80	34%
544	Utilities	3,700.00	-	3,700.00	771.08	21%
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	185,728.34	29.57%

* 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 Nov. 24, 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	11/06/14	N/A	N/A	In 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			Need Map & Legal Description
14-16	Oroville	Acacia Avenue Annexation No. 5	06/24/14	07/14/14	08/07/14			Need Map & Legal Description
15-03	Butte County	CSA No 4 Expansion of Powers	10/06/14	10/13/14	pending			In progress
15-04	Oroville	South Oroville Annexation No. 1	10/27/14		pending			Need Map & Legal Description
15-05	Oroville	Lower Wyandotte Annexation No. 4	10/27/14		pending			Need Map & Legal Description
SP-57	LAFCo	Gateway at Butte Creek						Consultation