

MEMORANDUM

TO: Butte Local Agency Formation Commission

FROM: Jill Broderon, Management Analyst

SUBJECT: **Agenda Item No. 4.2 - Appointment of Budget Committee for the 2015/16 Fiscal Year**

DATE: January 26, 2015 for the Meeting of February 5, 2015

Preparation for the Preliminary 2015/16 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

Staff anticipates that the first meeting of the Budget Committee will be scheduled sometime between the latter part of February and the first couple of weeks in March. Meetings 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 2015/16 FY budget.

ACTION REQUESTED:

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