

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: October 30, 2013 for the meeting of November 7, 2013

ADMINISTRATION:

1. Pamela Miller, CALAFCO Executive Director, is working with the LAFCO Clerks to put together a Clerk's Certification and/or Credential Program. There are clerks representing the four regions and Butte Clerk Stover is representing the Northern Region. There was a conference call on Oct. 22, 2013 with exploratory conversation about the viability of CALAFCO creating either a certificate program or looking into creating some kind of LAFCo Clerk designation/accreditation and the path towards achieving that accreditation.
2. The Executive Officer moderated the CALAFCO University class titled *Performance Measures and MSR Strategies* on October 10 in Sacramento. The class discussed various methodologies and techniques for preparing MSRs. This was a very interesting class that highlighted the extremes of how a MSR update can be prepared. In most cases, MSRs are non-controversial and address agencies with minimal impact on growth and development and as such, receive a limited amount of attention. In other cases, high profile or growth inducing agencies receive a greater amount of scrutiny. One area of scrutiny usually evolves around fiscal issues and on a number of occasions, these issues have been targeted by county grand jury's, which in turn have questioned why LAFCOs have not done more to discover and correct poor governance practices. Of course this begs the question, what are the different purposes of LAFCO's with limited powers evaluating an agency's overall performance and grand jury's that often receive very detailed complaints of wrong doing and have stronger legal powers to investigate such claims.
3. The Commission Clerk is currently preparing the content for another CALAFCO University course titled *Creating a Clerk's Manual: The Roadmap to Success* which will be held in Sacramento in November 14, 2013. This class will build on the CALAFCO Staff Workshop session that the Clerk conducted this past spring in Davis.
4. The CALAFCO Board of Directors will be holding its first meeting of the 2014 cycle on Friday, November 8, 2013 in Sacramento. Commissioner Duncan and CALAFCO Deputy Executive Officer/Butte Executive Officer Lucas will be attending to develop the next years work program.

PROJECT NOTES: None.

GENERAL NOTES: None

LEGISLATIVE NOTES: The 2014 Legislative year is quickly approaching and the 2014 CALAFCO Legislative Committee is being formed to develop our legislative agenda. Butte LAFCO Executive Officer Lucas has been requested to serve as Vice Chair for the Committee. Staff will ask the Commission if there is any particular existing law they would like to see amended or any new issues that may impact LAFCO actions?

FINANCIAL REPORT: Next scheduled quarterly report is December 2013.

APPLICATION ACTIVITY See Exhibit 1

Exhibit 1 - APPLICATION ACTIVITY*Project Status As of Oct. 28, 2013*

File	Applicant	Project Name	Date Application Received	Certificate of Filing	LAFCO Hearing Date	Certificate of Completion	SBE Submittal Date	Additional Comments
09-05	Chico	Extension of Services - Bidwell Ave.	10/14/08	N/A	12/03/09	N/A	N/A	Need sewer & annex agreement
10-03	Chico	Extension of Services - W. Sac Ave	02/11/10	2/16/10	03/04/10	N/A	N/A	Need sewer & annex agreement
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
13-04 MS	El Medio	MSR / SOI Plan Update	08/10/12	N/A	11/07/13	N/A	N/A	In Review
13-15	Chico	Stewart Ave. Annexation No. 3	05/02/13					On Hold for City to submit Appl.
13-18	Chico	Ext. of Services - 1215 Jackson St.	05/14/13	N/A	10/03/13	N/A	N/A	Approved
13-21	Chico	Ext. of Services - 1420 Boucher St.	02/07/13	N/A		N/A	N/A	Incomplete -Ck for Fees Returned
13-22	Chico	Ext. of Services - 995 Ohio St.	06/11/13	N/A	10/03/13	N/A	N/A	Approved
13-23	Chico	Ext. of Services - 2898 Jolyn Way	06/12/13	N/A	10/03/13	N/A	N/A	Approved
13-24	Chico	Ext. of Services - 2250 Elm St.	06/24/13	N/A	10/03/13	N/A	N/A	Approved
13-25	Chico	Ext. of Services - 1060 Virginia St.	06/26/13	N/A	10/03/13	N/A	N/A	Approved
13-26	Chico	Ext. of Services - 1354 Jackson St.	06/28/13	N/A	10/03/13	N/A	N/A	Approved
14-01	Chico	Oak Way Annexation No. 03	10/18/13					In Review
SP-57	LAFCo	Gateway at Butte Creek						Consultation