

## 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:** August 27, 2014 for the meeting of September 4, 2014

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### **ADMINISTRATION:**

1. The CALAFCO Annual Conference in Ontario will be held October 15-17. The Executive Officer will be moderating a panel discussing sphere of influence issues entitled: Spheres of Influence: Really Not the Scary. Both the Executive Officer and Legal Counsel are engaged with a working group to consider the role of LAFCOs in evaluating joint powers authorities and how they can be integrated into the municipal service review process. This will also be the topic at the Annual Conference.
2. The nomination of the Butte LAFCO Clerk for the CALAFCO Outstanding Clerk Award has been submitted and we all wish her luck for a well deserved recognition of her contributions both locally and with the state organization.

### **PROJECT NOTES:**

1. Staff met with the County to discuss a proposal to expand the powers of County Service Area No.4 (Sierra Del Oro) that currently provides street lighting, drainage services and water quality testing in the Paradise Pines community. The County proposes to add road maintenance functions to the CSA which will require an updated MSR and SOI Plan in support of the expansion of powers request. The proposal appears to be a reasonable request and will not require any additional parcel assessments to achieve.

### **GENERAL NOTES:**

1. Staff continues to work with the City of Oroville and the Friends of Southside Oroville to develop a cooperative approach to the annexation of the Southside neighborhood.
2. Staff has been assisting the Berry Creek Community Services District with a variety of governance related concerns such as updating bylaws, understanding the allowed functions of a CSD and how to gain the assistance of County offices related to water issues and well drilling.

**LEGISLATIVE NOTES:** None

**FINANCIAL REPORT:** See attached.

**APPLICATION ACTIVITY** See Exhibit 2

Attachments: 1.  
2.

**Exhibit 1 - FINANCIAL REPORT**

		2014/15				
		Adopted	Special Projects	Total	As of 8/26/2014	%
<b>Funding Sources:</b>						
101001	Fund Balance	7,654.00	-	7,654.00	-	
4410101	Interest	5,000.00	-	5,000.00	-	
4410103	*Unrealized Gain/Loss	-	-	-	86.55	
4547970	County Funding	251,423.00	-	251,423.00	251,423.00	
4547971	Cities Funding	251,423.00	-	251,423.00	251,423.00	
4547972	Special Districts' Funding	55,872.00	-	55,872.00	55,322.00	
4617230	Filing Fees	35,000.00	-	35,000.00	1,200.00	
4712523	Miscellaneous	-	-	-	-	
4711308	SOI Trust Fund Transfers	21,638.00	-	21,638.00	-	
4712531	Reimbursement of P/Y Expenditures	-	-	-	-	
<b>Total Funding Sources</b>		<b>628,010.00</b>	<b>-</b>	<b>628,010.00</b>	<b>559,454.55</b>	<b>89.08%</b>
<b>Expenditures:</b>						
511	Salaries & Wages	304,612.00	-	304,612.00	38,505.36	
518	Employee Benefits	138,411.00	-	138,411.00	19,288.45	
523	Communications	3,902.00	-	3,902.00	381.09	
526	Household Expense	750.00	-	750.00	-	
527	General Insurance	4,096.00	-	4,096.00	3,648.08	
528	Compensation Insurance	2,300.00	-	2,300.00	353.00	
533	Memberships	4,167.00	-	4,167.00	2,335.00	
535	Office Expense	6,313.00	-	6,313.00	407.25	
536	Professional & Specialized Services	63,507.00	-	63,507.00	3,050.00	
537	Publications & Legal Notices	1,900.00	-	1,900.00	-	
538	Rents & Leases - Buildings	24,122.00	-	24,122.00	1,937.05	
539	Rents & Leases - Equipment	300.00	-	300.00	-	
541	Special Departmental Expense	3,500.00	-	3,500.00	-	
542	Data Processing	6,680.00	-	6,680.00	-	
543	Transportation & Travel	19,750.00	-	19,750.00	2,022.40	
544	Utilities	3,700.00	-	3,700.00	378.25	
580	Appropriation for Contingencies	30,000.00	-	30,000.00	-	
101001	Appropriation for Reserve	10,000.00	-	10,000.00	-	
<b>Total Expenditures</b>		<b>628,010.00</b>	<b>-</b>	<b>628,010.00</b>	<b>72,305.93</b>	<b>11.51%</b>

\* 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.

<b>Exhibit 2 - APPLICATION ACTIVITY</b>								
<i>Project Status As of Aug 26, 2014</i>								
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	pending	N/A	N/A	Incomplete
13-15	Chico	Stewart Ave. Annexation No. 3	05/02/13	12/09/13	02/06/14	06/19/14	07/29/14	Waiting for SBE acknowledgement
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			approved - 1 parcel only.
14-16	Oroville	Acacia Avenue Annexation No. 5	06/24/14	07/14/14	08/07/14			Reconsideration period ends 9/7/14
15-02	Chico	Ext. of Services - 1438 Fetter St.	07/29/14	NA	09/04/14	N/A	N/A	In process
SP-57	LAFCo	Gateway at Butte Creek						Consultation