Yolo County Local Agency Formation Commission 625 Court Street, Suite 203, Woodland, CA 95695 lafco@yolocounty.org (email) www.yololafco.org (web) (530) 666-8048 (office)

To: Olin Woods, Chair, and Members of the

Yolo Local Agency Formation Commission

From: Cindy Tuttle, Interim Executive Officer

Date: November 14, 2011

Subject: Receive and file Interim Executive Officer status report

Recommended Action

Receive and file Interim Executive Officer status report

Reason for Recommended Action

This is an informational item to keep the LAFCo Commissioners updated on the activities of the Interim Executive Officer.

Fiscal Impact

None

Background

The attached statement provides a monthly report of hours and activities of the Interim Executive Officer. The current hourly compensation rate is \$125.00 per hour and is inclusive of all standard County employee benefits and overhead also known as the A-87 rate. However, the County Auditor-Controller's office is re-calculating the rate to take into consideration existing LAFCo overhead (i.e. office space, equipment, clerk assistance, etc.) Once complete, the hourly rate will be adjusted to reflect this credit. The attached invoice will not be submitted until the revised rate is determined. We anticipate the revised rate to be somewhere in the range of \$75.00 to \$125.00 per hour.

COMMISSIONERS

★ Public Member Olin Woods, Chair ★
 ★ County Member Matt Rexroad, Vice Chair ★
 ★ City Members Stephen Souza, Skip Davies ★ County Member Don Saylor ★
 ALTERNATE COMMISSIONERS

★ Public Member Robert Ramming ★ City Member Bill Kristoff ★ County Member Jim Provenza ★
STAFF

★ Interim Executive Officer Cindy Tuttle ★
 ★ Commission Clerk Terri Tuck ★ Commission Counsel Robyn Truitt Drivon ★

County Of Yolo

625 Court Street, Room 202 Woodland, CA 95695

DATE 1-Nov-12

LAFCo 625 Court Street, Room 203 Woodland, CA 95695

Professional Services Rendered for October 2011 - Cindy Tuttle

DATE	DESCRIPTION	TIME	TOTAL
10-Oct	Meeting with Robyn Drivon regarding LAFCo contract	4:00 - 4:30 pm	0.5
	Meeting with YCFCWCD, Elissa C., Tim O'Halloran on		
11-Oct	proposed SOI update and YCFCWCD Reorganization	1:00 - 3:00 pm	2
14-Oct	Meeting with Terri Tuck - LAFCo general - Meeting prep	10:00 - 11:00 am	1
14-Oct	Review LAFCo binder and general Cortese/Kox/Hertzberg	3:00 - 5:00 pm	2
17-Oct	Meeting Terri Tuck for audit interview prep	9:00 to 9:30 am	0.5
17-Oct	Commsision agenda prep - legislative update, etc.	1:00 to 2:00 pm	1
18-Oct	Finalize LAFCo agenda and legislative update, etc.	8:00 - 9:00 am	1
19-Oct	LAFCo weekly staff meeting	2:00 - 2:30 pm	0.5
20-Oct	Audit interview prep, email review and response	10:00 - 11:00 am	1
24-Oct	LAFCo Commsion Meeting - LAFCo audit interviews	8:30 - 12:00 pm	3.5
25-Oct	Audit interview follow up	11:00 - 11:30 am	0.5
26-Oct	LAFCo weekly staff meeting	2:30 - 3:00 pm	0.5
28-Oct	LAFCo audit interview follow up	2:30 - 3:30 pm	1
31-Oct	Final audit follow up and email to committee re same	4:00 - 4:30 pm	0.5
	TOTALS		15.5