

Les Baugh
County Member

Irwin Fust
Special District Alternate

Larry Farr
City Member

Pam Giacomini
County Member Alternate

James Yarbrough
City Member Alternate

Brenda Haynes
Special District Member



Brent Weaver
City Member

Dick Fyten
Public Member

David Kehoe
County Member

Bob Richardson
Public Member Alternate

Stephen Morgan
Special District Member

James M. Underwood
Interim Executive Officer/
General Counsel

January 7, 2015

Commissioners:

Re: Proposed Executive Officer Services Agreement (Item # 8a)

Background

The permanent Executive Officer position has been vacant since April of 2015. Shasta LAFCo's General Counsel has served as the Interim Executive Officer since that time, but a permanent Executive Officer recruitment process has resulted in a proposed consulting agreement with Planwest Partners Inc., which is attached.

Discussion

During the past few months, following recruitment efforts to fill the Shasta LAFCo contract Executive Officer position on a permanent basis, the Commission considered candidate applications and held interviews. Thereafter, the Executive Committee and Interim Executive Officer have discussed and negotiated a proposed consulting services agreement with Planwest Partners Inc. ("Planwest") for this position, which agreement is now being presented for Commission approval.

Planwest currently provides Executive Officer contract services in Humboldt, Mendocino and Del Norte Counties, and has extensive related experience. Principal George Williamson will oversee Shasta LAFCo Executive Officer functions, but Planwest has a wide array of experienced consultant that will assist as needed, in order to provide cost-effective services on behalf of Shasta LAFCo.

The scope of services for this proposed independent contract arrangement is appended as Exhibit A to the attached agreement, and the rates for services to be rendered are stated on Exhibit B. The maximum cost services for the six months remaining in FY 2105-16, consistent with the Commission's adopted budget, is \$25,000. The term of the proposed agreement is through June 30, 2016, after which time a contract extension is expected. The other proposed agreement terms as typical of independent contractor agreements for professional services of the type to be provided.

The Shasta LAFCO Executive Committee and Interim Executive Officer/General Counsel recommend approval of the proposed Planwest agreement as presented.

Conclusion & Recommendations

For the above stated reasons it is recommended that the Commission consider, and ask staff and the

Executive Committee members to respond to any questions that Commissioners may have, and to then approve the proposed agreement with Planwest Partners, Inc.

Sincerely,

Jim Underwood

James M. Underwood,
General Counsel/Interim Executive Officer

Attachment: Proposed Executive Officer Services Agreement

Cc: George Williamson, Planwest Partners, Inc.