



Yolo Habitat Conservancy

County of Yolo • City of Davis • City of Winters • City of West Sacramento
City of Woodland • University of California, Davis

To: Lucas Frerichs, Chair
Members of the Board

From: Cathy Little
Executive Director

Chris Alford
Former Interim Executive Director/Consultant

Re: Approve the Memorandum of Understanding with Yolo County for Administrative Services to update the staffing allocations and extend the term of the agreement through June 30, 2027

Date: May 18, 2026

REQUESTED ACTIONS:

1. Approve the Memorandum of Understanding with Yolo County for Administrative Services to update the staffing allocations and extend the term of the agreement through June 30, 2027 (Attachment A)

BACKGROUND:

Staff recommend the Board extend the term of the Memorandum of Understanding with the County for administrative services through June 30, 2027. The Amendment contemplates \$340,000 for County services including the allocation of 1.0 FTE of an Executive Director and between a 0.25-0.5 FTE of an Analyst position to provide accounting and contracting support services as well as human resources, legal, fiscal, and IT support services. This staffing allocation is less than the 2.0 FTE staff allocation that Conservancy staff have previously requested from the County per direction provided by the Conservancy Board on May 20, 2025. The staff allocation identified in the MOU is the maximum amount that County staff have determined they can allocate at this time. This amount has been incorporated into the MOU and the proposed FY26/27 budget. In lieu of receiving additional County staff support, the Conservancy will need to continue to rely on consultants to fill gaps in staff capacity.

Pursuant to Section 5 of the Memorandum of Understanding, the Interim Executive Director conferred with the Chair of the Board of Directors about the staffing proposed in the amendment. The Interim Executive Director also discussed the approach with the Director of General Services for Yolo County and the Conservancy's Executive Management Committee.

ATTACHMENTS:

Attachment A. Seventh Amendment to the Memorandum of Understanding with the County of Yolo and the Yolo Habitat Conservancy Regarding Administrative Services