

Memorandum

To : Ms. Diane Olson
Chief, Board Proceedings Division

Date: March 29, 2010

From : Ramon J. Hirsig
Executive Director



Subject : **Board Meeting – April 13, 2010
Executive Director’s Report**

Please place the following item on the Board’s April 13, 2010 calendar under Administrative Session:

P. Other Administrative Matters

P1. Executive Director’s ReportRamon J. Hirsig

a. Analysis of Out-of-State Offices..... Ms. Henry

Report to the Board on operating cost information regarding the Houston, Chicago, and New York Out-of-State offices. No Board action required.

b. Roll Extensions.....Mr. Gau

Report on time extensions to Monterey and Sacramento Counties to complete and submit 2009-10 Local Assessment Roll, pursuant to Revenue and Taxation Code section 155.