



Local Agency Formation Commission of Napa County
Subdivision of the State of California

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We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

Agenda Item 7e (Action)

TO: Local Agency Formation Commission
PREPARED BY: Brendon Freeman, Executive Officer B F
MEETING DATE: October 2, 2023
SUBJECT: Consider Adjustment to Executive Officer's Compensation

RECOMMENDATION

It is recommended the Commission adopt the Resolution of the Local Agency Formation Commission of Napa County approving a salary adjustment to the Executive Officer's compensation to establish an annual salary of \$176,890 effective October 14, 2023, included as Attachment One.

BACKGROUND

Mr. Freeman has served as the Executive Officer to Napa County LAFCO since July 2015. The Commission started this year's performance evaluation process of the Executive Officer in July 2023, which included noticed closed session evaluations on August 7, 2023, and September 11, 2023. The Commission Policy on Executive Officer Performance Review provides that, "at the completion of the performance review, the Commission will consider any appropriate action with respect to the compensation of the Executive Officer." The Commission directed Chair Mohler and Commissioner Ramos to negotiate the Executive Officer's compensation and return with a recommendation for the full Commission's consideration.

SUMMARY

Under Government Code section 54956(b), prior to taking action, the Commission must orally report the recommended action to increase the Executive Officer's salary in a duly noticed Regular Meeting of the Commission. Having completed the review of the Executive Officer's performance, it is recommended that the Executive Officer receive a performance-based increase of 3.5% and an additional cost-of-living adjustment of 3.5% to his current salary of \$165,359, effective October 14, 2023, which would establish an annual salary of \$176,890. All other benefits shall remain the same consistent with the benefits provided by the County of Napa.

ATTACHMENT

- 1) Resolution of the Local Agency Formation Commission of Napa County Approving a Salary Adjustment to the Executive Officer's Compensation Effective October 14, 2023

Margie Mohler, Chair
Councilmember, Town of Yountville

Anne Cottrell, Vice Chair
County of Napa Supervisor, 3rd District

Kenneth Leary, Commissioner
Representative of the General Public

Beth Painter, Commissioner
Councilmember, City of Napa

Belia Ramos, Commissioner
County of Napa Supervisor, 5th District

Eve Kahn, Alternate Commissioner
Representative of the General Public

Mariam Aboudamous, Alternate Commissioner
Councilmember, City of American Canyon

Joelle Gallagher, Alternate Commissioner
County of Napa Supervisor, 1st District

Brendon Freeman
Executive Officer

RESOLUTION NO. _____

**RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
APPROVING A SALARY ADJUSTMENT TO THE EXECUTIVE OFFICER'S
COMPENSATION EFFECTIVE OCTOBER 14, 2023**

WHEREAS, the Local Agency Formation Commission of Napa County (“Commission”) hires an Executive Officer to serve at the Commission’s pleasure;

WHEREAS, the Commission hired Brendon Freeman to be the Commission’s Executive Officer effective July 4, 2015, with a salary of \$102,419 per year consistent with step 1 of the salary schedule along with the standard benefits provided to the County of Napa’s “Management Non-Classified (Other)” employees;

WHEREAS, on August 3, 2015, the Commission approved an increase to the Executive Officer’s salary based on the results of a duly noticed performance evaluation to \$103,000 per year effective July 18, 2015;

WHEREAS, on July 1, 2016, the Executive Officer’s salary increased to \$106,246 per year as a result of a cost of living adjustment;

WHEREAS, on August 1, 2016, the Commission approved an increase to the Executive Officer’s salary based on the results of a duly noticed performance evaluation to \$111,571 per year consistent with step 2 of the salary schedule and effective July 2, 2016;

WHEREAS, on July 1, 2017, the Executive Officer’s salary increased to \$116,043 per year as a result of a cost of living adjustment;

WHEREAS, on July 1, 2018, the Executive Officer’s salary increased to \$120,682 per year as a result of a cost of living adjustment;

WHEREAS, on October 1, 2018, the Commission approved an increase to the Executive Officer’s salary based on the results of a duly noticed performance evaluation to \$126,693 per year consistent with step 3 of the salary schedule and effective July 1, 2018;

WHEREAS, on July 1, 2019, the Executive Officer’s salary increased to \$129,230 per year as a result of a cost of living adjustment;

WHEREAS, on October 7, 2019, the Commission approved an increase to the Executive Officer’s salary based on the results of a duly noticed performance evaluation to \$135,720 per year consistent with step 4 of the salary schedule and effective July 1, 2019;

WHEREAS, on July 1, 2021, the Executive Officer’s salary increased to \$142,480 per year as a result of a cost of living adjustment;

WHEREAS, on October 4, 2021, the Commission approved an increase to the Executive Officer’s salary based on the results of a duly noticed performance evaluation to \$148,179 per year consistent with step 5 of the salary schedule and effective July 1, 2021;

WHEREAS, on July 1, 2022, the Executive Officer’s salary increased to \$160,359 per year as a result of an equity adjustment and a cost of living adjustment;

WHEREAS, on July 1, 2023, the Executive Officer’s salary increased to \$165,318 per year as a result of a cost of living adjustment;

WHEREAS, the Commission has conducted a duly noticed performance evaluation of the Executive Officer which commenced in July of 2023, and was noticed for closed session consideration by the Commission at its August 7, 2023 regular meeting and September 11, 2023 special meeting;

NOW, THEREFORE, BE IT RESOLVED that the Commission **DOES HEREBY RESOLVE, DETERMINE AND ORDER**, the Executive Officer shall receive a performance-based increase of 3.5% and an additional cost-of-living adjustment of 3.5% to his current salary of \$165,359 effective October 14, 2023, which shall establish an annual salary of \$176,890.

The foregoing resolution was duly and regularly adopted by the Commission at a public meeting held on October 2, 2023, after a motion by Commissioner _____, seconded by Commissioner _____, by the following vote:

AYES: Commissioners _____

NOES: Commissioners _____

ABSENT: Commissioners _____

ABSTAIN: Commissioners _____

 Margie Mohler
 Commission Chair

ATTEST: _____
 Brendon Freeman
 Executive Officer

Recorded by: Stephanie Pratt
 Clerk/Jr. Analyst