



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 6/3/2025

To: Board of Supervisors of the County of Sonoma, Board of Directors of the Sonoma County Water Agency, Board of Commissioners of the Community Development Commission, and the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District

Department or Agency Name(s): Sonoma Public Infrastructure, Human Resources

Staff Name and Phone Number: Johannes Hoevertsz, 707-565-3585; Janell Crane, 707-565-2885

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Waste Management Agency Executive Director Personal Services Agreement Amendment

Recommended Action:

- A) Adopt a Concurrent Resolution amending Salary Resolution 95-0926, Salary Tables, to revise the salary for Waste Management Agency Executive Director, effective June 4, 2025.
- B) Authorize the Chair of the Board to execute an amended Personal Services Agreement with Leslie Lukacs to be the Executive Director of the Sonoma County Waste Management Agency (SCWMA), effective June 4, 2025, through June 4, 2030, at the "C" step of the revised salary range and with other County benefits in accordance with Salary Resolution 95-0926.

Executive Summary:

Pursuant to the Joint Exercise of Powers Act, the Sonoma County Waste Management Agency (SCWMA) is a Joint Powers Authority (JPA) formed by the cities of Cloverdale, Healdsburg, Sebastopol, Santa Rosa, Rohnert Park, Petaluma, Cotati, Sonoma, the Town of Windsor, and the County of Sonoma. The attached amended personal services agreement reflects a successful negotiation between Leslie Lukacs and the SCWMA Board of Directors regarding the Waste Management Agency Executive Director position. The term of the agreement will be five years starting on June 4, 2025.

The SCWMA Board is also requesting the Board of Supervisors' approve amending the Waste Management

Agency Executive Director salary range to \$180,014-\$218,792, pursuant to the results of a recent salary study. Should the amendment to the salary range be approved, per agreement negotiations, Leslie Lukacs' amended Personal Services Agreement will be at the C-step of the salary range, which is an annual salary equivalent to \$189,009. Leslie Lukacs is eligible for benefits and other compensation as provided to unrepresented administrative management employees in accordance with the personal services agreement and Salary Resolution 95-0926. The salary and fringe benefits provided to agency heads must be considered by the Board of Supervisors at a regularly scheduled Board meeting, and an oral summary of the recommended action to be taken on the salary and benefits must be presented at the meeting where the final Board action is taken (California Government code §54953, 54956).

Discussion:

From 1992 to 2010, the County provided staff services to the SCWMA. In 2010, the SCWMA and the County worked collaboratively to change the employment structure for the SCWMA by allowing the governing board of the SCWMA to have direct employment authority for their executive director, and for the executive director to become the appointing authority for other staff dedicated to providing services to SCWMA. Under the restructured arrangement, all SCWMA employees continue to be County employees.

Under the terms of the existing MOU for Special Staff Services between the SCWMA and the County of Sonoma, the SCWMA Board selects their Executive Director and determines the salary and term of the employee agreement. The Agency is required to reimburse the County for all costs associated with the Executive Director position.

The SCWMA Board is also requesting an amendment to the salary range for the Waste Management Agency Executive Director classification. The salary range for the Executive Director has not been adjusted for over ten years, other than cost of living adjustments made by the County. To determine how the salary range compares to the salary ranges for comparable positions and executive directors at similar agencies, SCWMA hired Steven Sherman Consulting to conduct a salary survey for the Executive Director position, which was completed in October 2024. The consultant reviewed both comparable positions within the County and executive director salaries at comparable agencies. The salary survey suggests that the current salary range is not competitive with similar positions at other agencies and within the County. Additionally, over the last ten years, SCWMA has increased in size and complexity. SCWMA is taking on several new programs, including the development of

a new household hazardous waste collection facility to serve the northern part of the County and continuing to collaborate with the County on the development of an in-county compost facility. Based on the information reviewed by the consultant, it was recommended that the salary range for the Executive Director be adjusted to approximately \$180,000-\$220,000.

Based on SCWMA's request and the results of the salary survey, Human Resources is recommending the salary for the Waste Management Agency Executive Director be set at \$15,001-\$18,232/monthly (\$180,014-\$218,792/annually). The attached Concurrent Resolution revises the classification's salary range within the County's Salary Resolution.

Recommendation

Adopt a Concurrent Resolution amending Salary Resolution 95-0926, Salary Tables, to revise the salary for Waste Management Agency Executive Director and authorize the County Executive to execute a Personal Services Agreement with Leslie Lukacs to be the Executive Director of the Sonoma County Waste Management Agency (SCWMA), effective June 4, 2025, through June 4, 2030, at the "C" step of the revised salary range and with other County benefits in accordance with Salary Resolution 95-0926.

Strategic Plan:

N/A

Racial Equity:**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

Prior Board Actions:

5/21/2019 (item 34) - Board approved the PSA with Leslie Lukacs to be the Executive Director of the SCWMA, effective June 4, 2019, through June 4, 2024, and delegated authority to the County Administrator to extend the term of the agreement if the SCWMA JPA is extended and the SCWMA Board of Directors requests the County extend the PSA.

4/11/2017 (item 20) - Board approved the amended and restated JPA agreement for the SCWMA, providing the Agency exist until it is dissolved and that the Agency conduct a public meeting every ten years to review the terms of the agreement.

5/3/2016 (item 7) - Board approved the PSA with Patrick Carter to be Executive Director of the SCWMA, and delegated Authority to the County Administrator to extend the term of the agreement if the SCWMA Board of Directors requested the County extend the PSA, for a period not to extend beyond 2/11/19.

3/1/2016 (item 33) - Board approved a one-year extension of the SCWMA JPA agreement, for a period not to extend beyond 2/11/18.

6/1/2010 (item 18) - Board approved agreement for Provision of Staff Services with SCWMA and the MOU for Special Staff Services between the County and the SCWMA and established the classification and salary for Waste Management Agency Executive Director.

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses	\$3,390	\$42,714	\$44,850
Additional Appropriation Requested			
Total Expenditures	\$3,390	\$42,714	\$44,850
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$3,390	\$42,714	\$44,850
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$3,390	\$42,714	\$44,850

Narrative Explanation of Fiscal Impacts:

SCWMA position allocations are included in the Sonoma County Public Infrastructure, Integrated Waste Division budget. Costs associated with the recommended allocation changes are estimated at \$3,390 for FY 2024-25. Appropriations are available within the Integrated Waste adopted budget and are initially funded through Base Concession fees collected through the Master Operations Agreement. The SCWMA is required to reimburse the County for all costs associated with the Executive Director position, and the salary and benefit costs for the Waste Management Agency Executive Director position are included in the agency's current and ongoing budget. If additional appropriations will be needed for FY 2025-26, they will be requested as part of the consolidated budget adjustment process.

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Staffing Impacts:

Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
N/A			

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

1. Resolution 1: Concurrent Resolution amending Salary Resolution 95-0926, Salary Tables, to revise the salary for Waste Management Agency Executive Director.
2. Resolution 1: Attachment A - Appendix A - Salary Tables
3. Personal Services Agreement - Waste Management Agency Executive Director

Related Items "On File" with the Clerk of the Board:

None