



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 9/17/2019

To: Sonoma County Board of Supervisors and Board of Commissioners of the Community Development Commission County Board of Supervisors

Department or Agency Name(s): County Administrator and Human Resources

Staff Name and Phone Number: Sheryl Bratton, 565-3578 Christina Cramer, 565-2988

Vote Requirement: Majority

Supervisorial District(s): All

Title:

Department Head Personal Services Agreement- Executive Director Community Development Commission

Recommended Action:

Authorize the Chair of the Board to execute a Personal Services Agreement with Geoffrey Ross as Executive Director Sonoma County Community Development Commission, effective September 17, 2019 through September 16, 2022 at the "G" step of the salary range, with an annual salary of \$175,130 and other benefits and compensation as prescribed in the Salary Resolution 95-0925.

Executive Summary:

The salary and fringe benefits provided to County department and 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).

After the announcement of the retirement of the former incumbent Executive Director of the Sonoma County Community Development Commission, the Board appointed Geoffrey Ross as the Interim Executive Director of the Community Development Commission. Given Mr. Ross's past experience, his success as the Assistant Executive Director for 1.5 years, and his performance as the Interim Executive Director, it is recommended the Board appoint Geoffrey Ross as the new Executive Director of the Sonoma County Community Development Commission. The recommendation authorizes the Chair of the Board to execute the Personal Services Agreement with Mr. Ross effective September 17, 2019 for a three year term through September 16, 2022. The Executive Director reports to the Board of Supervisors who are designated as the Board of Commissioners of the CDC and as the governing Board of the Housing Authority. The agreement places Mr. Ross at the "G" step of the salary range for the job classification, which equates to \$175,130 annually. In addition to the annual salary, other benefits and compensation are provided as prescribed by the Salary Resolution 95-0925.

Discussion:

The Sonoma County Community Development Commission is responsible for promoting decent and affordable housing, and supporting public services that increase economic stability for County of Sonoma residents. The

Executive Director of the Community Development Commission provides leadership and administrative policy direction for the Housing Authority and the County's housing, redevelopment and community development programs. The CDC has been administering affordable housing programs since 1978.

Upon the announcement of the previous Executive Director's retirement, Mr. Ross was appointed as the Interim Executive Director Community Development Commission position by the Board on July 2, 2019. Given Mr. Ross' demonstrated abilities as the Assistant Executive Director, and his several successful months as the Interim Executive Director, the Board has selected Geoffrey Ross as the next Executive Director of the Sonoma County Community Development Commission.

Mr. Ross has an extensive background working with local, state and federal housing programs. Prior to joining the CDC, he worked with the Sacramento Housing and Redevelopment Agency for eleven years, most recently as the Assistant Director of Development and Federal Programs overseeing housing projects throughout the Sacramento area. He has also worked in government relations for the California Legislature, as well as the U.S. Department of Housing and Urban Development (HUD) in community planning and development. He began his career in public service as a Corporal in the United States Marine Corps.

The Personal Services Agreement with Geoffrey Ross is effective September 17, 2019 through September 16, 2022 and places him at the "G" step of the salary range, with an annual salary of \$175,130 and other benefits and compensation as prescribed in the Salary Resolution 95-0925.

Prior Board Actions:

Appointment July 2, 2019 to Interim Executive Director of the Sonoma County Community Development Commission.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

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Narrative Explanation of Fiscal Impacts:

Ongoing annualized salary and benefit costs associated with existing positions had been incorporated into each respective department's budget. These actions do not increase any budget appropriations.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

A. Attachment 1: Personal Services Agreement, Executive Director, Sonoma County CDC

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

None.