



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 10/22/2019

To: Sonoma County Board of Supervisors
Department or Agency Name(s): Human Resources
Staff Name and Phone Number: Christina Cramer, 565-2988
Vote Requirement: Majority
Supervisorial District(s): All

Title:
County Administrator Personal Services Agreement

Recommended Action:

Authorize the Chair of the Board to execute a first amendment to the Personal Services Agreement with Sheryl Bratton as County Administrator of the County of Sonoma, which will amend certain benefits and extend the term of the agreement from October 24, 2019 through March 31, 2023.

Executive Summary:

Salary and benefits provided to County department and agency heads must be considered by the Board of Supervisors at a regularly scheduled Board meeting. Further, an oral summary of the salary and benefits recommended action must be presented at the meeting where the final Board action is taken. (California Government code §54953, 54956)

Sheryl Bratton was initially appointed as County Administrator for a three year term beginning October 24, 2016 through October 23, 2019. The recommended action extends the term of the current agreement through March 31, 2023, and continues the current salary for the position, maintains eligibility for other County benefits in accordance with Salary Resolution 95-0926, and adds to the agreement benefits that achieve a total compensation differential with other department heads.

Discussion:

The County Administrator acts as an agent of the Board of Supervisors by directing and coordinating the administration and operations of all County offices, departments and institutions, both elective and appointive, over which the Board exercises control. The position works collaboratively with the Board of Supervisors and helps leads twenty-eight County departments, and through the County Administrator's Office coordinates a countywide budget of approximately \$1.8 billion dollars that includes 4,061 position allocations.

Following a nationwide recruitment, Ms. Bratton was initially appointed for a three-year term beginning October 24, 2016 through October 23, 2019. The first amendment continues Ms. Bratton's at the current

salary for County Administrator, which is \$275,124.19 annually, maintains eligibility for all other benefits and compensation as prescribed in the County's Salary Resolution 95-0926. In special recognition of the County Administrator being the closest agent to the Board of Supervisors and having a large scope of responsibility and impact on all County operations, there should be a minimal total compensation differential from other department/agency heads. The amendment includes an added section under Compensation that provides for certain benefit increases to deferred compensation and/or a Health Reimbursement Account to maintain a minimum total compensation differential from other department/agency heads.

Prior Board Actions:

- September 13, 2016: Board authorized Chair to execute initial Personal Services Agreement.

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			

Narrative Explanation of Fiscal Impacts:

Ongoing annualized salary and benefit costs associated with existing positions are incorporated into each respective department's budget. This action does not result in increased FY 2019-20 operational costs.

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

Narrative Explanation of Staffing Impacts (If Required):

Agenda Date: 10/22/2019

None.

Attachments:

- A. First Amendment of the Personal Services Agreement, County Administrator

Related Items “On File” with the Clerk of the Board:

- A. Initial appointment, County Administrator October 23, 2016