



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Supervisor Mary N. Piepho and Supervisor John Gioia  
Date: January 19, 2016

Subject: AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN THE COUNTY OF CONTRA COSTA  
AND DAVID J. TWA

**RECOMMENDATION(S):**

APPROVE the addition of two, five-percent (5%) steps to the top of the County Administrator (ADA2) salary range [from salary level BD2 7994 (\$278,619.12) one (1) step salary range to salary level BD2 7994 (\$278,619.12 - \$307,177.58) three (3) step salary range]; and APPROVE an amendment to the Employment Agreement between the County and David J. Twa, County Administrator, dated July 1, 2013, to authorize a 5% step increase effective January 1, 2016, and a 5% step increase effective January 1, 2017, and to increase the deferred compensation benefit by \$1,000.

**FISCAL IMPACT:**

The maximum cost of this action for fiscal year 2015/16 would be \$9,702 including \$2,514 in pension costs.

**BACKGROUND:**

On December 15, 2015 the Board of Supervisors conducted the annual performance review of the County Administrator. Based on that review, and satisfactory performance it is recommended that the current base salary of the County Administrator of \$278,619.29 be adjusted by 5% effective January 1, 2016, and an additional 5% effective January 1, 2017.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **01/19/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

ABSENT: Mary N. Piepho, District III Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 19, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lisa Driscoll, County Finance  
Director (925) 335-1023

By: Chris Heck, Deputy

Additionally, it is recommended that an increase of \$1,000 be added to the County's contribution to the County Administrator's Deferred Compensation Account effective July 1, 2016 and each year thereafter.

This amendment does not change the term of the contract, which expires on December 31, 2017. All other provisions of the current employment contract will remain in full force and effect.

CONSEQUENCE OF NEGATIVE ACTION:

The proposed salary steps will not be added to the County Administrator salary range, and the County Administrator's contract will not be amended.

ATTACHMENTS

Contract Amendment