



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Supervisors Federal D. Glover and Karen Mitchoff  
Date: March 14, 2017

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

**RECOMMENDATION(S):**

APPROVE an amendment to the Employment Agreement between the County and David J. Twa, County Administrator, effective January 1, 2017, to authorize an annual Management Administrative Leave increase of 80 hours, a 5% wage increase effective January 1, 2018, and an extension of term through December 31, 2020; APPROVE, effective January 1, 2018, a five-percent (5%) base salary increase to the classification of County Administrator (ADA2) salary plan and grade level BD2-7994.

**FISCAL IMPACT:**

Beginning January 1, 2018, the calendar year cost would be \$16,500 including \$5,500 in pension costs.

**BACKGROUND:**

On February 14, 2017, the Board of Supervisors conducted a performance review of the County Administrator. It is recommended that the current base salary of the County Administrator be increased by 5% effective January 1, 2018; annual Management Administrative Leave be increased by 80 hours; and the term of the contract be extended through December 31, 2020. All other provisions of the current employment contract will

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **03/14/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V 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: March 14, 2017

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

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

By: June McHuen, Deputy

remain in full force and effect.

CONSEQUENCE OF NEGATIVE ACTION:

The County Administrator's contract will not be amended.

ATTACHMENTS

Contract Amendment