

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: March 12, 2019



Contra
Costa
County

Subject: AMENDED EMPLOYMENT AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE
 COUNTY OF CONTRA COSTA AND JOSEPH E. VILLARREAL, EXECUTIVE DIRECTOR

RECOMMENDATIONS

APPROVE, effective January 1, 2019, a new five-step salary schedule for the position of Executive Director with a five percent (5%) increase between steps: Step 1 through Step 5 (\$173,484.00 - \$210,870.88).

APPROVE an amended Employment Agreement, attached, between the Housing Authority and Joseph E. Villarreal, effective January 1, 2019, to authorize a wage increase to \$173,484.00 (first step of new salary range) effective January 1, 2019, an extension of the term through December 31, 2023, and other non-monetary changes required by law.

BACKGROUND

On December 18, 2018, the Board of Commissioners conducted a performance review of the Executive Director, who is currently being paid at top step of the existing salary schedule for the position of Executive Director. It is recommended that a new five-step salary schedule be adopted for that position, with a five percent (5%) increase between steps, and Step 1 starting at \$173,484.00 and Step 5 at \$210,870.88.

It is also recommended that an amended, five-year contract be entered into between the

Action of Board On: **03/12/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner

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 12, 2019

Joseph Villarreal, Executive Director

ABSENT: Diane Burgis,
 Commissioner
 Jannel George-Oden,
 Commissioner

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

Housing Authority and the Executive Director to reflect certain changes mandated by law since Mr. Villarreal's 2007 contract

BACKGROUND (CONT'D)

was last amended, and to reflect that the base salary of the Executive Director will be increased to the first step of the new salary schedule, \$173,484, effective January 1, 2019.

FISCAL IMPACT

The maximum annual cost of this action (including pension cost) for calendar year 2019 would be \$24,466.84.

CONSEQUENCE OF NEGATIVE ACTION

The Executive Director's contract will not be amended.

CLERK'S ADDENDUM

ATTACHMENTS

Villarreal Contract