

# EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

---

## *AGENDA OF SEPTEMBER 25, 2024*

### *REGULAR MEETING*

**TO:** Brian Veerkamp, Chair, and  
Members of the El Dorado County Local Agency Formation  
Commission

**FROM:** Mala Subramanian, LAFCO Counsel

**AGENDA ITEM #2:** Consider and adopt Resolution L-2024-04 to set the salary for the  
Executive Officer position to a range instead of steps, effective  
September 25, 2024

---

#### **Recommendation and Discussion**

This item is for the Commission to consider and adopt Resolution L-2024-04 to set the salary for the Executive Officer position to a range instead of steps, effective September 25, 2024.

The current salaries for all staff are set by LAFCO Resolution L-2024-02, adopted in March 2024. Resolution L-2024-04 updates the Executive Officer salary, with the salary range of \$124,800-\$166,400.

#### **Attachments:**

Attachment A: Salary Resolution L-2024-04

# EL DORADO LAFCO

## LOCAL AGENCY FORMATION COMMISSION

### **RESOLUTION NUMBER L-2024-04**

#### **Staff Salary Resolution**

**WHEREAS**, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 governs the organization and reorganization of cities and special districts by local agency formation commissions established in each county, as defined and specified in Government Code Sections 56000 et seq. (unless otherwise indicated all statutory references are to the Government Code); and

**WHEREAS**, Section 56380 et seq. provides, in part, that a local agency formation commission “shall make its own provision for necessary quarters, equipment, and supplies as well as personnel”; and

**WHEREAS**, Section 2.3 of the El Dorado Local Agency Formation Commission Policies and Guidelines encapsulates said commission’s personnel policies; and

**WHEREAS**, Sections 2.3.2 and 2.3.3 of the El Dorado Local Agency Formation Commission Policies and Guidelines state:

**2.3.2 Number/Classification of Positions:** LAFCO shall specify the number and classification of all positions. A salary scale and position description specifying duties and responsibilities for each classification/position will be approved by LAFCO. The position description may be modified by the Executive Officer as necessary in order to accurately reflect any changes in job duties and responsibilities. However, any addition or deletion of a position must be approved by LAFCO; and

**2.3.3 Employee Benefits:** Incorporated by reference into the LAFCO Policies and Guidelines are the LAFCO Personnel Policy and Procedure Guidelines. These guidelines set forth the employment policies, procedures, and benefits that apply to LAFCO employees. These guidelines are subject to review and may be changed at the discretion of the Commission.

**WHEREAS**, the Commission also has an adopted Personnel Policy and Procedure Guidelines setting forth the employment policies, procedures and benefits that apply to LAFCO employees; and

**WHEREAS**, the Commission last set a salary schedule for all positions on March 22, 2024 with LAFCO Resolution L-2024-02; and

**NOW, THEREFORE, BE IT HEREBY RESOLVED, DETERMINED, ORDERED AND FOUND:**

Section 1. Each of the foregoing recitals is true and correct.

Section 2. This resolution supersedes the previous salary schedule contained in LAFCO Resolution L-2024-02.

Section 3. The Commission approves the salary schedule for all LAFCO positions as shown on Exhibit A, which will be effective on September 25, 2024, and is attached to this resolution as Exhibit A and incorporated herein by this reference.

Section 4. The Executive Officer is directed to implement the appropriate administrative procedures to execute this resolution.

**PASSED AND ADOPTED** by the El Dorado Local Agency Formation Commission at a regular meeting of said Commission, held September 25, 2024, by the following vote of said Commission.

	<b>AYE</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>NOT VOTING</b>
Commissioner Gotberg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Hidahl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Turnboo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Veerkamp (Chair)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Wallace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner White	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Wilde	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Clerici	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Hodson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Saunders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Thomas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST:

\_\_\_\_\_  
Executive Officer

\_\_\_\_\_  
Chairperson

**EL DORADO LAFCO**  
**LOCAL AGENCY FORMATION COMMISSION**

**EXHIBIT A**

**RESOLUTION NUMBER L-2024-04**

**Staff Salary Schedule**

Effective September 25, 2024

**Position Title**

	\$124,800 - \$166,400 Annually				
	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
Executive Officer					
Assistant Executive Officer	\$50.00	\$52.50	\$55.00	\$57.50	\$60.00
Policy Analyst	\$40.00	\$42.50	\$45.00	\$47.50	\$50.00
Asst. Policy Analyst	\$32.00	\$34.00	\$36.00	\$38.00	\$40.00
Commission Clerk	\$25.00	\$26.75	\$28.50	\$30.25	\$32.00
Administrative Assistant	\$20.00	\$21.25	\$22.50	\$23.75	\$25.00