



**Local Agency Formation Commission of Napa County**  
Subdivision of the State of California

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*We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture*

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**Agenda Item 8d (Action)**

**TO:** Local Agency Formation Commission

**PREPARED BY:** Brendon Freeman, Executive Officer

**MEETING DATE:** December 7, 2020

**SUBJECT:** Establishing a Matching Retirement Savings Contribution for the Executive Officer in 2021

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**RECOMMENDATION**

It is recommended the Commission adopt the Resolution of the Local Agency Formation Commission of Napa County Consenting to the Participation of LAFCO Management Staff in the County of Napa 401(a) Retirement Savings Plan and Establishing the LAFCO Match for the 2021 Calendar Year, included as Attachment One, establishing a \$1,000 matching 401(a) retirement contribution for the Executive Officer for calendar year 2021.

**SUMMARY**

Management employees with the County of Napa are eligible for a \$1,000 annual employer contribution to a 401(a) retirement savings account. This amount has already been budgeted for the Executive Officer for the current fiscal year. Additionally, the Executive Officer has already been authorized to participate in the 401(a) retirement savings plan. Consistent with prior years, the annual contribution needs to be designated as a matching contribution in calendar year 2021 by way of the Commission adopting a new resolution.

**ATTACHMENT**

- 1) Resolution Consenting to the Participation of LAFCO Management Staff in the County of Napa 401(a) Retirement Savings Plan and Establishing the LAFCO Match for the 2021 Calendar Year

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Margie Mohler, Chair  
Councilmember, Town of Yountville

Vacant  
Councilmember, City of American Canyon

Scott Sedgley, Alternate Commissioner  
Councilmember, City of Napa

Diane Dillon, Vice Chair  
County of Napa Supervisor, 3rd District

Brad Wagenknecht, Commissioner  
County of Napa Supervisor, 1st District

Ryan Gregory, Alternate Commissioner  
County of Napa Supervisor, 2nd District

Vacant  
Representative of the General Public

Eve Kahn, Alternate Commissioner  
Representative of the General Public

Brendon Freeman  
*Executive Officer*

**RESOLUTION NO. \_\_\_\_\_**

**THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY  
CONSENTING TO THE PARTICIPATION OF LAFCO MANAGEMENT STAFF  
IN THE COUNTY OF NAPA 401(a) RETIREMENT SAVINGS PLAN AND  
ESTABLISHING THE LAFCO MATCH FOR THE 2021 CALENDAR YEAR**

**WHEREAS**, the Executive Officer of the Napa County Local Agency Formation Commission (hereinafter “LAFCO” and “Employer”) is a management employee of the County of Napa whose services are contracted out to LAFCO; and

**WHEREAS**, in 2002 LAFCO consented to the participation of LAFCO in the 401(a) Retirement Savings Plan (hereinafter “Plan”) established by Napa County, which provides in part that LAFCO shall determine, in its sole discretion, the amount of the Employer contribution to be made to the Plan during each Plan year and that the amount of the Employer contribution for each calendar year, if any, shall be established annually on or before January 1<sup>st</sup> of that calendar year by a duly adopted Resolution of the Employer, a copy of which shall be delivered to the Napa County Deferred Compensation Board of Control (hereinafter “Board of Control”); and

**WHEREAS**, the Plan also provides that upon the adoption of a Resolution identifying the amount of the Employer contribution for the next succeeding calendar year, the Employer shall, during said next succeeding calendar year, make a contribution in an amount equal to the contribution each Management, Confidential, and Non-Classified officer and/or employee who is a Participant in the Plan makes to the Employer's 457 Deferred Compensation Plan during that same calendar year (hereinafter the “Match”); provided, however, the Employer contribution to the 401(a) deferred compensation account of each Management, Confidential, and Non-Classified officer and/or employee who is a Participant in the Plan during any calendar year shall not exceed the amount set forth in said Resolution; and

**WHEREAS**, during fiscal year 2020-2021, LAFCO hereby agrees to establish a Match for calendar year 2021 pursuant to section 4.02-1 of the Plan.

**NOW THEREFORE BE IT RESOLVED** by LAFCO that, for calendar year 2021, it hereby approves up to a \$1,000 “Match” for each Management staff of LAFCO (presently the LAFCO Executive Officer) who are or become Participants in the Plan during 2021.

**BE IT FURTHER RESOLVED** that the Clerk of the Commission is directed to deliver a copy of this Resolution to the Board of Control.

The foregoing resolution was duly and regularly adopted by the Commission at a public meeting held on December 7, 2020, after a motion by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, by the following vote:

AYES: Commissioners \_\_\_\_\_

NOES: Commissioners \_\_\_\_\_

ABSENT: Commissioners \_\_\_\_\_

ABSTAIN: Commissioners \_\_\_\_\_

\_\_\_\_\_  
Margie Mohler  
Commission Chair

ATTEST: \_\_\_\_\_  
Brendon Freeman  
Executive Officer

Recorded by: Kathy Mabry  
Commission Secretary

DRAFT