

**EAST BAY REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA STAFF REPORT**

DATE	March 19, 2024
TITLE	Authorization to Implement Wage Increases for Certain Unrepresented Employees, Adopt an Amendment to the Salary Schedule Consistent with the Approved Wage Increases, Approve an Additional Half Day Holiday (Christmas Eve), and Increase Vacation Leave Accrual for Certain Unrepresented Employees
DIVISION	Human Resources
FROM	Allyson Cook, AGM Human Resources Sabrina Landreth, General Manager
APPROVED	Sabrina Landreth, General Manager 

RECOMMENDATION

The General Manager recommends that the East Bay Regional Park District (Park District) Board of Directors approve and authorize wage increases, add an additional half day paid holiday, and increase the vacation leave accrual for employees with four years of service for certain unrepresented employees in Management and Confidential classifications listed in Attachment I to align with the wage increases negotiated with American Federation of State, County and Municipal Employees Local 2428 (AFSCME).

BACKGROUND

The Park District and AFSCME commenced negotiations in early January 2024 and engaged in good faith meet and confer over a successor Memorandum of Understanding (MOU). In February 2024, AFSCME and the Park District reached a comprehensive Tentative Agreement, which included, in part, wage increases, an additional half day holiday on Christmas Eve, and an increased vacation leave accrual for employees with four years of service. The Park District seeks authorization from the Board of Directors to extend the wage increases, paid holiday, and the vacation leave accrual to certain unrepresented Management and Confidential classification as set forth in Attachment I.¹

ANALYSIS

As set forth in the Board of Directors' Board Operating Guidelines, Section III (4), "[t]he Board is responsible for establishing...salary levels" of the Park District employees. Concurrent with this staff report, the General Manager is seeking authorization and approval from the Board of Directors for a successor MOU between the Park District and AFSCME for a three-year term with effective dates of April 1, 2024 to March 31, 2027. The Tentative Agreement includes, in part, wage increases as follows:

¹ Certain unrepresented safety classifications in the Public Safety Division are not included in this requested wage increases as they are aligned with the Police Association (Resolution # 2023-07-157).

- Effective the first full pay period in April 2024 – 3.0%
- Effective the pay period that includes November 1, 2024 – 2.0%
- Effective the pay period that includes April 1, 2025 – 3.0%
- Effective the pay period that includes November 1, 2025 – 1.0%
- Effective the pay period that includes April 1, 2026 – 3.0%

To provide balanced, competitive compensation and avoid wage compaction between unrepresented employees who may manage or supervise AFSCME represented employees, the following wage adjustments to certain unrepresented classifications are recommended and consistent with all past Board of Director actions with regard to ratification and Board approval of new labor contracts. Therefore, the Park District seeks to align certain unrepresented Confidential and Management classifications identified in Attachment I and provide the wage increases as set forth above.

Additionally, the General Manager recommends and seeks authorization from the Board of Directors to modify the vacation leave accrual for Tier 1 from years 1-5 to 1-4 years with the Park District and Tier 2 will change from years 6-10 to 5-10. There is no change on the later tiers. Additionally, the General Manager recommends and seeks authority to add a half day, paid holiday on Christmas Eve to the Confidential and Management classifications identified in Attachment I.

FISCAL IMPACT

The incremental costs of these wage increases are provided in the table below.

Calendar Year	2024	2025	2026	2027	Total
Unrepresented	\$ 643,200	\$ 921,100	\$ 707,100	\$ 139,700	\$ 2,411,200

The total compounded cost of these wage increases is \$5,081,900 over the contract term.

These increases are not expected to require budget adjustments in 2024.

ATTACHMENTS

- 1) East Bay Regional Park District Salary Schedule Effective the First Full Pay Period in April 2024 for Certain Unrepresented Employees



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2024 – 03 -
MARCH 19, 2024**

AUTHORIZATION TO IMPLEMENT WAGE INCREASES FOR CERTAIN UNREPRESENTED EMPLOYEES, ADOPT AN AMENDMENT TO THE SALARY SCHEDULE CONSISTENT WITH THE APPROVED WAGE INCREASES, APPROVE AN ADDITIONAL HALF DAY HOLIDAY (CHRISTMAS EVE), AND INCREASE VACATION LEAVE ACCRUAL FOR CERTAIN UNREPRESENTED EMPLOYEES

WHEREAS, the East Bay Regional Park District (Park District) Board of Directors establishes wages and benefits for employees of the Park District; and

WHEREAS, the Park District and AFSCME Local 2428 (AFSCME) engaged in good faith negotiations on a successor Memorandum of Understanding (MOU) since early January 2024 wherein it reached a tentative agreement with AFSCME which was ratified on March 6, 2024; and

WHEREAS, the AFSCME tentative agreement includes, among other terms, wage increases over a three-year period, an additional half day paid holiday, and an increase to vacation leave accrual for employees with four years of service to the Park District; and

WHEREAS, the General Manager recommends the Board of Directors authorize similar wage adjustments for certain unrepresented employees (Attachment I) for the same period covered by the three year April 1, 2024 – March 31, 2027 MOU between the Park District and AFSCME for purposes of consistency and to minimize compensation compaction; and

WHEREAS, the salary ranges set forth in the Salary Schedule (Attachment I) shall reflect salary increases for certain unrepresented employees effective the first full pay period in April 2024; and

WHEREAS, the General Manager also seeks authorization to revise the Personnel Administrative Manual, Section 9 to include Christmas Eve as a full day paid holiday for certain unrepresented Management and Confidential Park District employees identified in Attachment I; and

WHEREAS, the General Manager recommends the Board of Directors authorize and revise the Personnel Administrative Manual, Section 10 to modify the vacation leave accrual for certain unrepresented employees in Attachment I as follows: Tier 1 will apply to Park District employees with 1-4 years of service and Tier 2 will apply to employees with 5-10 years of service to the Park District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Park District hereby authorizes and directs that the wages of certain unrepresented Management and Confidential employees be modified as follows as well adopting the Salary Schedule (Attachment I) effective the first full pay period in April 2024:

- 3.0% effective the first full pay period in April 2024
- 2.0% effective the pay period that includes November 1, 2024

- 3.0% effective the pay period that includes April 1, 2025
- 1.0% effective the pay period that includes November 1, 2025
- 3.0% for pay period that includes April 1, 2026

BE IT FURTHER RESOLVED, that commencing December 24, 2024, and each year thereafter, Christmas Eve shall become a recognized full day paid holiday for certain unrepresented Park District employees as memorialized in Section 9 of the Personnel Administrative Manual;

BE IT FURTHER RESOLVED, that commencing the first full pay period in April 2024, Section 10 of the Personnel Administrative Manual shall be modified so that Park District employees in Attachment I with 1-4 years of service with the Park District will accrue one day of paid vacation per month and Park District employees with 5-10 years of service with the Park District shall accrue one and one quarter days per month;

BE IT FURTHER RESOLVED, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this Resolution.

Moved by Director _____, and seconded by Director _____, and adopted March 19, 2024, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: