

2. Resolution Authorizing the Continuation of the Appointment of Karen McNamara as Interim Division Lead (Chief) of Maintenance and Skilled Trades in the Operations Division Pursuant to Government Code Section 21221(H)



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

DATE	March 18, 2025
TITLE	Resolution Authorizing the Continuation of the Appointment of Karen McNamara as Interim Division Lead (Chief) of Maintenance and Skilled Trades in the Operations Division Pursuant to Government Code Section 21221(H)
DIVISION	Human Resources
FROM	Lisa Goorjian, Assistant General Manager Operations Allyson Cook, Deputy General Manager/Assistant General Manager Human Resources
APPROVED	Sabrina Landreth, General Manager 

RECOMMENDATION

The General Manager recommends that the Board of Directors adopt a Resolution authorizing the continued appointment of Karen McNamara as Interim Division Lead of Maintenance and Skilled Trades (MAST) in the Operations Division of the East Bay Regional Park District (Park District) effective through May 23, 2025.

BACKGROUND

The Park District's Chief of MAST¹ position became vacant on September 9, 2024, after the Park District promoted Robert Kennedy (former Chief of MAST) to Division Lead of Park Operations. To temporarily fill this vacancy, the Park District obtained authorization from the Board of Directors on September 17, 2024, to appoint Karen McNamara as Interim Chief of MAST. (See attached Resolution 2024-09-200.) The appointment was authorized until the Park District hired a permanent Division Lead of MAST or February 15, 2025, whichever was earlier. Following Karen's temporary appointment in September 2025, the Park District proceeded with a nationwide recruitment for a permanent Division Lead of MAST, which concluded with the selection of a candidate in early February 2025. The permanent candidate is scheduled to start on April 28, 2025. As a result, and by way of this Resolution, the Park District seeks additional authorization to continue the appointment of Karen until the permanent employee is onboarded at the Park District.

ANALYSIS

California Government Code section 21221(h) allows the governing body of the Park District to appoint a CalPERS retiree with specialized skills to an interim position during the recruitment for a permanent appointment. While the Chief of MAST is appointed by the General Manager and supervised by the Assistant General Manager (AGM) of Operations, state law enacted as part of CalPERS' retirement system reforms requires that the Board of Directors authorize the appointment of CalPERS retirees to interim management positions such as the Division Lead of MAST position. This required CalPERS appointment process does not modify any of the Board Operating Guidelines

¹ The Chief of Maintenance and Skilled Trades was retitled in or about October 2024 to Division Lead of Maintenance and Skilled Trades.

or Personnel Administrative Manual regarding the General Manager's authority to manage administrative affairs, including but not limited to appointing Park District staff, including the Division Lead of MAST. CalPERS also requires that the compensation for retirees appointed pursuant to Government Code section 21221(h), "shall not exceed the maximum monthly base salary paid to other employees performing comparable duties as listed on a publicly available pay schedule for the vacant position." Furthermore, retired annuitants are not eligible to receive any additional benefits or compensation and cannot work more than nine hundred sixty (960) hours per fiscal year.

The General Manager recommends and seeks to continue Karen McNamara's appointment as Interim Division Lead of MAST through May 23, 2025. This continued appointment would amend Resolution 2024-09-200 as to the end date of the Interim appointment only through May 23, 2025. In keeping Karen as a retired annuitant in the MAST Department, this will ensure continued integral management oversight of the Department as well as a short overlap with the new permanent Division Lead of MAST for training and onboarding purposes. Karen possesses the necessary experience as a former parks and public works professional to serve in an interim capacity. She recently served as the interim assistant Public Works Director/Director of Recreation and Parks at San Leandro and prior to that she served in an interim capacity at the Hayward Area Recreation and Park District in the position of Interim Assignments/Special Projects. Prior to retiring she held the position of the Director of Public Services/Interim Director of Parks and Community Services at city of San Ramon.

Karen agreed to continue on as the Interim Division Lead of MAST on the terms and conditions set forth herein. Karen will continue to perform the full range of job duties as set forth in the Park District's Division Lead of MAST job description and will still oversee the MAST Department in the Operations Division. The terms of this at-will interim appointment are as follow:

1. Initial Appointment Date: September 23, 2024.
2. Work Schedule: At the discretion of the AGM of Operations and in accordance with CalPERS regulations, including the limit on the number of hours (960) a retired annuitant can work in a fiscal year.
3. Duration of Appointment: September 23, 2024, through May 23, 2025.
4. Current Hourly Pay Rate: \$95.48/hour - Step E in the Management Salary Range MG05, commensurate to the Division Lead of MAST compensation structure in the Park District's posted Salary Schedule.
5. Benefits: None

The duration of Karen's interim appointment through May 23, 2025, will provide the essential management over the MAST department as well as a brief overlap once the permanent Division Lead of MAST starts with the Park District.

FISCAL IMPACT

The cost associated with this action is within the adopted 2025 Budget and does not require additional appropriation.

ATTACHMENTS

Resolution 2024-09-200



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2025 – 03 -
MARCH 18, 2025**

**RESOLUTION AUTHORIZING THE CONTINUATION OF THE APPOINTMENT
OF KAREN MCNAMARA AS INTERIM DIVISION LEAD (CHIEF) OF
MAINTENANCE AND SKILLED TRADES IN THE OPERATIONS DIVISION
PURSUANT TO GOVERNMENT CODE SECTION 21221(H)**

WHEREAS, effective September 9, 2024, the position and of Chief of Maintenance and Skilled Trades (MAST) became vacant due to the promotion of Robert Kennedy to Chief of Park Operations (now Division Lead of Operations); and

WHEREAS, in or about October 2024, the Chief of MAST classification was retitled to Division Lead of MAST; and

WHEREAS, the East Bay Regional Park District (Park District) has recruited for and hired a permanent Division Lead of MAST who will start on April 28, 2025; and

WHEREAS, the Park District cannot leave the Division Lead of MAST position vacant due to the complex nature of oversight required to advance the work of this department that fulfills many of the essential services of the Park District; and

WHEREAS, the Park District's Assistant General Manager of Operations interviewed and selected Karen McNamara, a retired CalPERS annuitant, as a qualified and experienced manager to serve in the interim vacant position of Chief of MAST in the Operations Division commencing September 23, 2024; and

WHEREAS, Karen McNamara agreed to continue on as Interim Division Lead of MAST through May 23, 2025; and

WHEREAS, the Park District's Board of Directors authorized the initial appointment of Karen McNamara to the Chief of MAST position effective September 23, 2025, until the permanent hiring of a Division Lead of MAST or February 15, 2025, whichever came first (Resolution 2024-09-200); and

WHEREAS, through this Resolution, the Park District's Board of Directors hereby seeks to amend Resolution 2024-09-200 and thereby authorize the continued interim appointment of Karen McNamara, who has specialized skills in the field of parks and public works management, to fill the vacant position of Division Lead of MAST for the Park District under California government Code section 21221(h) effective September 23, 2024, through May 23, 2025; and

WHEREAS, Karen McNamara's employment as Interim Division Lead of MAST shall be limited to nine hundred and sixty (960) hours per fiscal year; and

WHEREAS, the maximum hourly rate (excluding the merit steps) for the Division Lead of MAST position is \$105.27/hour and the minimum hourly rate is \$78.56/hour; and

WHEREAS, the hourly rate paid to Karen McNamara is \$95.48/hour; and

WHEREAS, Karen McNamara has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the East Bay Regional Park District hereby certifies pursuant to Government Code section 21221(h) the interim appointment of Karen McNamara as the Division Lead of MAST of the Operations Division as described herein and amends the end date of her initial interim appointment to May 23, 2025 as presented to the Board on March 18, 2025; and

Moved by Director _____, and seconded by Director _____, and adopted March 18, 2025, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT:



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2024 - 09 - 200
SEPTEMBER 17, 2024**

**ADOPT A RESOLUTION AUTHORIZIN THE APPOINTMENT OF KAREN
MCNAMARA AS INTERIM CHIEF OF MAINTENANCE AND SKILLED
TRADES IN THE OPERATIONS DIVISION PURSUANT TO
GOVERNMENT CODE SECTION 21221(H)**

WHEREAS, effective September 9, 2024, the position of Chief of Maintenance and Skilled Trades (MAST) will be vacant due to the promotion of Robert Kennedy to Chief of Park Operations;

WHEREAS, the East Bay Regional Park District (Park District) has authorized and is in the process of recruiting for a permanent Chief of MAST, a process which is expected to take several months;

WHEREAS, the Park District cannot leave the Chief of MAST position vacant due to the complex nature of oversight required to advance the work of this department that fulfills many of the essential services of the Park District;

WHEREAS, the Park District's Assistant General Manager of Operations interviewed and selected Karen McNamara, a retired CalPERS annuitant, as a qualified and experienced manager to serve in the interim vacant position of Chief of MAST in the Operations Division commencing September 23, 2024;

WHEREAS, through this Resolution, the Park District's Board of Directors hereby authorizes the interim appointment of Karen McNamara, who has specialized skills in the field of parks and public works management, to fill the vacant position of Chief of MAST for the Park District under California Government Code section 21221(h) effective September 23, 2024;

WHEREAS, this section 21221(h) interim appointment shall only be made once and therefore will end on February 15, 2025 or upon the selection of a permanent Chief of MAST in the Operations Division whichever is sooner;

WHEREAS, Karen McNamara's employment as Interim Chief of MAST shall be limited to nine hundred and sixty (960) hours per fiscal year;

WHEREAS, the maximum hourly rate (excluding the merit steps) for the Chief of MAST position is \$93.31/hour and the minimum hourly rate is \$73.13/hour;

WHEREAS, the hourly rate paid to Karen McNamara will be \$93.31/hour;

WHEREAS, Karen McNamara has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

NOW, THEREFORE BE IT RESOLVED, the Park District's Board of Directors hereby certifies pursuant to Government Code section 21221(h) the interim appointment of Karen McNamara as the Chief of MAST of the Operations Division as described herein

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 Waespi, seconded by Director Sanwong, and adopted September 17, 2024 by the following vote:

FOR: Dennis Waespi, Dee Rosario
Olivia Sanwong, John Mercurio

AGAINST: None

ABSTAIN: None

ABSENT: Elizabeth Echols, Colin Coffey



Elizabeth Echols
Board President

CERTIFICATION

I, Yolande Barial Knight, Clerk of the Board of Directors of the East Bay Regional Park District, do hereby certify that the above and foregoing is a full, true and correct copy of Resolution No. 2024-09-200 adopted by the Board of Directors at a regular meeting held on SEPTEMBER 17, 2024.

