



## Takoma Park City Council Meeting – December 6, 2023 Agenda Item 2

### **Voting Session**

Council Ratification of AFSCME 3399 Collective Bargaining Agreement

### **Recommended Council Action**

Pass a resolution authorizing the City Manager to execute the AFSCME Collective Bargaining Agreement.

### **Context with Key Issues**

Approximately 70% of the City of Takoma Park's employees are represented by one of two unions: AFSCME 3399 (AFSCME) or UFCW Local 400. A Collective Bargaining Agreement (CBA) is the primary document governing the relations between the City and its union members. A separate CBA exists for both unions.

In March 2023 the City and AFSCME began negotiating a new CBA in recognition that the existing CBA was scheduled to expire on June 30, 2023. On November 28, 2023 AFSCME voted in favor of ratifying the newly negotiated CBA. The City Manager is requesting authorization to execute the CBA with AFSCME on behalf of the City.

If approved by Council and upon execution of the agreement, the new CBA will be effective July 1, 2023 – June 30, 2026 and include adjustments to salaries and wages for AFSCME members in FY24, FY25 and FY26. A summary of the wage and salary adjustments as well as other key changes are below:

#### **Wage Adjustments**

Fiscal Year 2024: Full-time employees will be placed on the Fiscal Year 2024 wage scale grid at the first step where the employee's salary is at least \$3,000 more than the respective employee's salary as of June 30, 2023. Part-time employees will receive a pro-rata adjustment based on the number of hours they are regularly scheduled to work. The adjustment will be retroactive to July 1, 2023. There will be no wage adjustments or increases based on evaluations for Fiscal Year 2024.

Fiscal Year 2025: The wage scale grid will be adjusted by 3.0% effective July 1, 2024. In addition, all employees will receive a step increase (1.5%) effective July 1, 2024, and employees with seven or more years of continuous employment with the City as of June 30, 2024 will receive an additional step increase (1.5%) effective July 1, 2024. There will be no wage adjustments or increases based on evaluations for Fiscal Year 2025.

Fiscal Year 2026: The wage scale grid will be adjusted by 1.5% effective July 1, 2025. In addition, employees will receive a one-step (1.5%) increase effective July 1, 2025. There will be no wage adjustments or increases based on evaluations for Fiscal Year 2026.

#### **Market and Reclassifications Studies**

Added language stating that the City will work in good faith to complete the next wage study by the end of FY25. Also added language regarding the Union having input in the studies. A reclassification study will be conducted at least every four years with the City working in good

faith for the next reclassification study to be completed by August 31, 2024.

### **Leave**

Added language clarifying the amount of notice employees must provide their supervisor prior to taking annual and personal leave. Increased the personal leave days provided to employees by one for each group of employees based on years of service. Employees with 0-5 years with the City receive two personal leave days annually; those with >5-10 years receive three personal leave days; >10-15 years receive four days; >15-20 years received five days; and >20 years receive six days. Expanded the qualifying reasons for bereavement leave to include miscarriage, still birth, pregnancy loss, and loss incurred due to fertility treatment.

### **Holidays**

Added Juneteenth as a holiday in the CBA and made the day before Christmas a full-day holiday instead of a ½ day. Added an option for employees to receive a deferred holiday instead of premium pay when working on a holiday.

### **Council Priority**

Fiscally Sustainable Government

### **Environmental Considerations**

There are no environmental concerns related to this item.

### **Fiscal Considerations**

The estimated cost for FY24 salary and wage increase is \$248,790 which is \$142,862.13 more than the budgeted 2% increase included in the adopted FY24 budget.

### **Racial Equity Considerations**

The City of Takoma Park has adopted a racial equity initiative which includes exploring and instituting methods that have worked in cities around the country to improve government policies, practices, and programs and address racial disparities. As the City of Takoma Park is made up of a variety of cultures and races, we believe that providing competitive wages for employees helps address and minimize economic inequities that often correspond with race and gender.

### **Attachments and Links**

Draft Resolution