



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: November 8, 2018

MEMO TO: S. Michael Rummel, Chair
Finance Committee

FROM: Mary E. Kann
Director of Administration

RECOMMENDATION: Approve the following changes to the temporary wage schedule:

	<i>Title</i>	<i>Range</i>
T3	Assistant Manager GIS Intern Team Leader – Golf Course Laborer	\$12.00 - \$15.00 \$14.00 - \$17.00
T5	Golf Course Laborer Laborer Laborer – Painting Crew Laborer – Seed Nursery Ecological Technician GIS Intern	\$11.00 - \$14.00 \$12.00 - \$15.00

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: The increased labor costs would impact both the Enterprise and General District funds. The estimated annual cost to the District would be \$18,720 but will depend on individuals hired.

BACKGROUND: The District reviews its temporary wage scale on an annual basis to maintain its position as a competitive employer. In 2018, the District was not able to successfully recruit and fill all the Laborer positions within the Facilities and Operations & Infrastructure departments. As the unemployment rate has dropped so has the pool of qualified individuals looking for temporary (seasonal) work. Therefore, it is recommended that the range for the classification of Laborer be increased to \$12.00 - \$15.00 per hour. It is also recommended that the range for the position of Assistant Manager and Team Leader – Golf Course Laborer be increased to \$14.00 - \$17.00, to attract and retain qualified employees in these roles.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Director of Facilities, Director of Operations & Infrastructure, Manager of Human Resources & Risk, Corporate Counsel.

APPROVAL: Motion to approve changes to the temporary wage schedule as presented in staff’s November 8, 2018 memorandum.

Date: _____ **Roll Call Vote:** Ayes: ____ Nays: ____

Voice Vote Majority: Ayes; Nays: ____