

## Employee Group 17 Non-Represented City Managers

Effective Date: January 1, 2023 (Min Wage Change)

Issued Date: 03/10/2023

Job Code & Description	Grade	Step	Hourly Rate 01/01/2023
100210 ASSISTANT TO THE MAYOR I (U)	05C	MIN	15.19
	05C	MAX	33.88
120110 HUMAN RESOURCES CONSULTANT I (C) 160110 RESEARCH ANALYST I (C)	007	1: Start	27.70
	007	2: 6 mo (1040)	28.66
	007	3: 1 year (2080)	29.68
	007	4: 2 year (4160)	30.95
	007	5: 3 year (6240)	32.31
	007	6: 4 year (8320)	33.72
	007	7: 5 year (10,400)	35.16
	007	8: 10 year (20,800)	36.13
	007	9: 15 year (31,200)	37.04
110201 FINANCIAL ANALYST (U) 110310 POLICY ANALYST (U)	010	MIN	30.35
	010	MAX	40.69
120111 HUMAN RESOURCES CONSULTANT II (C)	011	1: Start	31.11
	011	2: 6 mo (1040)	32.23
	011	3: 1 year (2080)	33.36
	011	4: 2 year (4160)	34.80
	011	5: 3 year (6240)	36.33
	011	6: 4 year (8320)	37.97
	011	7: 5 year (10,400)	39.64
	011	8: 10 year (20,800)	40.63
	011	9: 15 year (31,200)	41.79
	012	MIN	31.94
	012	MAX	42.89
	12C	MIN	32.64
	12C	MAX	39.80

110012 MANAGEMENT ASSISTANT III (C)	013	1: Start	32.76
	013	2: 6 mo (1040)	33.92
	013	3: 1 year (2080)	35.10
	013	4: 2 year (4160)	36.67
	013	5: 3 year (6240)	38.24
	013	6: 4 year (8320)	39.97
	013	7: 5 year (10,400)	41.83
	013	8: 10 year (20,800)	42.92
	013	9: 15 year (31,200)	44.03
	014	1: Start	33.63
	014	2: 6 mo (1040)	34.80
	014	3: 1 year (2080)	36.04
	014	4: 2 year (4160)	37.64
	014	5: 3 year (6240)	39.33
	014	6: 4 year (8320)	41.04
	014	7: 5 year (10,400)	42.92
	014	8: 10 year (20,800)	44.08
	014	9: 15 year (31,200)	45.25
100211 ASSISTANT TO THE MAYOR II (U) 110401 LEGISLATIVE AIDE (U)	14C	MIN	33.88
	14C	MAX	42.38
120112 HUMAN RESOURCES CONSULTANT III	015	1: Start	34.02
	015	2: 6 mo (1040)	35.22
	015	3: 1 year (2080)	36.45
	015	4: 2 year (4160)	38.04
	015	5: 3 year (6240)	39.76
	015	6: 4 year (8320)	41.55
	015	7: 5 year (10,400)	43.44
	015	8: 10 year (20,800)	44.64
	015	9: 15 year (31,200)	45.52

111701 ASSISTANT TO DEPARTMENT ADMINISTRATION (C)	016	1: Start	35.45
	016	2: 6 mo (1040)	36.70
	016	3: 1 year (2080)	37.99
	016	4: 2 year (4160)	39.70
	016	5: 3 year (6240)	41.49
	016	6: 4 year (8320)	43.33
	016	7: 5 year (10,400)	45.31
	016	8: 10 year (20,800)	46.50
	016	9: 15 year (31,200)	47.76
110701 ADMINISTRATIVE ASSISTANT (U)	16C	MIN	35.45
	16C	MAX	47.76
120801 COMPENSATION ANALYST (C) 120410 LABOR RELATIONS SPECIALIST I (C)	017	1: Start	36.39
	017	2: 6 mo (1040)	37.67
	017	3: 1 year (2080)	39.00
	017	4: 2 year (4160)	40.73
	017	5: 3 year (6240)	42.54
	017	6: 4 year (8320)	44.49
	017	7: 5 year (10,400)	46.50
	017	8: 10 year (20,800)	47.83
	017	9: 15 year (31,200)	49.10
	018	1: Start	37.36
	018	2: 6 mo (1040)	38.66
	018	3: 1 year (2080)	40.04
	018	4: 2 year (4160)	41.87
	018	5: 3 year (6240)	43.73
	018	6: 4 year (8320)	45.76
	018	7: 5 year (10,400)	47.83
	018	8: 10 year (20,800)	49.13
	018	9: 15 year (31,200)	50.38

	18A	1: Start	37.20
	18A	2: 6 mo (1040)	38.63
	18A	3: 1 year (2080)	39.95
	18A	4: 2 year (4160)	41.86
	18A	5: 3 year (6240)	43.78
	18A	6: 4 year (8320)	45.85
	18A	7: 5 year (10,400)	47.99
	18A	8: 10 year (20,800)	49.48
	18A	9: 15 year (31,200)	50.92
	019	1: Start	38.36
	019	2: 6 mo (1040)	39.72
	019	3: 1 year (2080)	41.10
	019	4: 2 year (4160)	42.97
	019	5: 3 year (6240)	44.91
	019	6: 4 year (8320)	46.96
	019	7: 5 year (10,400)	49.13
	019	8: 10 year (20,800)	50.40
	019	9: 15 year (31,200)	51.82
100212 ASSISTANT TO THE MAYOR III (U)	19C	MIN	39.25
	19C	MAX	49.38
120113 HUMAN RESOURCES CONSULTANT IV (C)	020	1: Start	39.37
	020	2: 6 mo (1040)	40.78
	020	3: 1 year (2080)	42.27
	020	4: 2 year (4160)	44.17
	020	5: 3 year (6240)	46.17
	020	6: 4 year (8320)	48.25
	020	7: 5 year (10,400)	50.45
	020	8: 10 year (20,800)	51.84
	020	9: 15 year (31,200)	53.23

110311 SENIOR POLICY ANALYST (U)	20C	MIN	39.37
	20C	MAX	53.23
110801 SENIOR ADMINISTRATIVE SUPERVISOR (C)	021	1: Start	40.40
	021	2: 6 mo (1040)	41.89
	021	3: 1 year (2080)	43.38
	021	4: 2 year (4160)	45.36
	021	5: 3 year (6240)	47.43
	021	6: 4 year (8320)	49.61
	021	7: 5 year (10,400)	51.84
	021	8: 10 year (20,800)	53.25
	021	9: 15 year (31,200)	54.73
120501 EMPLOYEE BENEFITS MANAGER (C) 120120 HUMAN RESOURCES SENIOR CONSULTANT (C) 111001 PROJECT MANAGER IV (C) 120901 SENIOR ORGANIZATIONAL DEVELOPMENT CONSULTANT (C)	022	1: Start	41.53
	022	2: 6 mo (1040)	42.99
	022	3: 1 year (2080)	44.57
	022	4: 2 year (4160)	46.58
	022	5: 3 year (6240)	48.72
	022	6: 4 year (8320)	50.93
	022	7: 5 year (10,400)	53.25
	022	8: 10 year (20,800)	54.75
	022	9: 15 year (31,200)	56.22
111101 CITY CLERK (U) 160050 PUBLIC INFORMATION MANAGER (U)	22C	MIN	41.53
	22C	MAX	56.22
320101 PAYROLL MANAGER (C)	023	1: Start	42.64
	023	2: 6 mo (1040)	44.20
	023	3: 1 year (2080)	45.78
	023	4: 2 year (4160)	47.88
	023	5: 3 year (6240)	50.07
	023	6: 4 year (8320)	52.39
	023	7: 5 year (10,400)	54.83
	023	8: 10 year (20,800)	56.34
	023	9: 15 year (31,200)	57.84

120601 EQUITY MANAGER (C) 120411 LABOR RELATIONS SPECIALIST II (C)	024	1: Start	43.78
	024	2: 6 mo (1040)	45.38
	024	3: 1 year (2080)	47.00
	024	4: 2 year (4160)	49.16
	024	5: 3 year (6240)	51.40
	024	6: 4 year (8320)	53.78
	024	7: 5 year (10,400)	56.29
	024	8: 10 year (20,800)	57.84
	024	9: 15 year (31,200)	59.37
100213 ASSISTANT TO THE MAYOR IV (U)	24C	MIN	44.80
	24C	MAX	56.92
	025	1: Start	44.96
	025	2: 6 mo (1040)	46.58
	025	3: 1 year (2080)	48.27
	025	4: 2 year (4160)	50.48
	025	5: 3 year (6240)	52.83
	025	6: 4 year (8320)	55.28
	025	7: 5 year (10,400)	57.86
	025	8: 10 year (20,800)	59.48
	025	9: 15 year (31,200)	61.06
111201 CITY COUNCIL CHIEF BUDGET ANALYST (U)	25C	MIN	44.96
	25C	MAX	61.06
120620 CLAIMS MANAGER (C) 120130 HUMAN RESOURCES MANAGER (C) 360030 PROGRAM ADMINISTRATOR (C)	026	1: Start	46.25
	026	2: 6 mo (1040)	47.89
	026	3: 1 year (2080)	49.69
	026	4: 2 year (4160)	51.87
	026	5: 3 year (6240)	54.31
	026	6: 4 year (8320)	56.82
	026	7: 5 year (10,400)	59.46
	026	8: 10 year (20,800)	61.12
	026	9: 15 year (31,200)	62.75

	26C	MIN	46.25
	26C	MAX	62.75
120630 RISK MANAGER (C)	027	1: Start	47.46
	027	2: 6 mo (1040)	49.19
	027	3: 1 year (2080)	51.00
	027	4: 2 year (4160)	53.34
	027	5: 3 year (6240)	55.82
	027	6: 4 year (8320)	58.39
	027	7: 5 year (10,400)	61.12
	027	8: 10 year (20,800)	62.78
	027	9: 15 year (31,200)	64.51
320030 BUDGET MANAGER	028	1: Start	48.78
	028	2: 6 mo (1040)	50.54
	028	3: 1 year (2080)	52.39
	028	4: 2 year (4160)	54.83
	028	5: 3 year (6240)	57.38
	028	6: 4 year (8320)	59.98
	028	7: 5 year (10,400)	62.78
	028	8: 10 year (20,800)	64.58
	028	9: 15 year (31,200)	66.36
100501 DEPUTY DIRECTOR OF HREEO (U) 105001 DIRECTOR OF CITY COUNCIL OPERATIONS (U) 101601 DEPUTY DIRECTOR OF LIBRARIES (U) 101701 DEPUTY DIRECTOR OF SAFETY AND INSPECTIONS (U) 120420 LABOR RELATIONS MANAGER (U)	28C	MIN	48.78
	28C	MAX	66.36
	029	1: Start	50.11
	029	2: 6 mo (1040)	51.95
	029	3: 1 year (2080)	53.88
	029	4: 2 year (4160)	56.35
	029	5: 3 year (6240)	58.93
	029	6: 4 year (8320)	61.72
	029	7: 5 year (10,400)	64.58
	029	8: 10 year (20,800)	66.39
	029	9: 15 year (31,200)	68.19

100214 ASSISTANT TO THE MAYOR V (U) 106501 DEPUTY DIRECTOR-HUMAN RESOURCES (U) 105101 EMERGENCY MANAGEMENT DIRECTOR (U)	29C	MIN	50.11
	29C	MAX	68.19
100801 DEPUTY DIRECTOR OF PARKS AND RECREATION (U)	030	MIN	51.49
	030	MAX	70.15
101101 ASSISTANT FIRE CHIEF - EMERGENCY MANAGEMENT DIRECTOR (U) 101501 DEPUTY DIRECTOR OF FINANCIAL SERVICES (U) 102101 DEPUTY DIRECTOR OF PLANNING and ECONOMIC DEVELOPMENT (U)	031	MIN	52.90
	031	MAX	72.11
	032	MIN	54.39
	032	MAX	74.14
100215 ASSISTANT TO THE MAYOR VI (U)	033	MIN	55.92
	033	MAX	76.25
101302 DEPUTY CHIEF OF POLICE (U)	034	MIN	57.15
	034	MAX	77.89
101301 ASSISTANT CHIEF OF POLICE (U) 101001 ASSISTANT FIRE CHIEF (U) 101901 ASST GENERAL MGR - SAINT PAUL REGIONAL WATER SERVICES (U) 100216 ASSISTANT TO THE MAYOR VII (U) 410022 CITY ENGINEER (U) 105301 DIRECTOR OF HUMAN RIGHTS AND EQUAL ECONOMIC OPPORTUNITY (U) 105201 DIRECTOR OF SAFETY AND INSPECTIONS (U) 105401 DIRECTOR OF TECHNOLOGY AND COMMUNICATIONS (U) 105501 HUMAN RESOURCES DIRECTOR (U) 105601 LIBRARY DIRECTOR (U)	035	MIN	57.45
	035	MAX	78.44
105701 PARKS AND RECREATION DIRECTOR (U)	036	MIN	59.05
	036	MAX	80.65



105801 DIRECTOR OF FINANCIAL SERVICES (U) 105901 DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT (U)	037	MIN	62.36
106001 DIRECTOR OF PUBLIC WORKS (U) 106101 GENERAL MANAGER - SAINT PAUL REGIONAL WATER SERVICES (U)	037	MAX	85.30
106201 FIRE CHIEF (U)	038	MIN	64.15
	038	MAX	87.77
100217 ASSISTANT TO THE MAYOR VIII (U) 106301 CHIEF OF POLICE (U) 106401 CITY ATTORNEY (U)	039	MIN	65.93
	039	MAX	90.25
100101 EXECUTIVE ASSISTANT TO MAYOR (U)	040	MIN	67.92
	040	MAX	92.96

## **BENEFITS:**

### **VACATION**

1 <sup>st</sup> year - 4 <sup>th</sup> year	17 days (.0654)
5 <sup>th</sup> year - 7 <sup>th</sup> year	22 days (.0847)
8 <sup>th</sup> year – 15 <sup>th</sup> year	25 days (.0962)
16 <sup>th</sup> year and thereafter	29 days (.1116)

### **2023 INSURANCE**

Single: 100% of single rate selected

Family: 100% of single rate selected + 80% of dependent rate selected

### **VACATION SELL BACK**

An employee may also, at the discretion of the Department Head and additionally, limited by the availability of funds in the Department's Budget, sell up to five days, or any portion thereof, of accrued and unused vacation once per year. Such election must be made in writing on or before December 1 of each IRS payroll reporting year. The payment shall be in an amount equal to the number of hours sold times the employee's regular rate of pay in effect as of the date of such election.

### **SHORT TERM DISABILITY**

Yes

### **LONG TERM DISABILITY**

Yes

### **DISCRETIONARY DAYS**

6 per year

**DEFERRED COMPENSATION**

The Employer will contribute an amount matching employee contributions on a dollar-for-dollar basis up to a maximum of \$2,500. Employees may be eligible for additional contributions based on meeting Health and Wellness requirements.

**SEVERANCE PAY (CLASSIFIED EMPLOYEES)**

<u>YEARS OF SERVICE</u>	<u>AMOUNT</u>
15 years	\$10,000
25 years	\$20,000

Non-represented Police and Fire with 1850 hours of accumulated sick leave and at least 25 years of service at the time of separation shall be granted \$30,000. Sick leave requirements will be reduced 2% for each full year of City Service served under the Non-represented benefit package.

Effective **January 1, 2023**, if an employee is eligible for Severance Pay, it will be paid as a separate pay adjustment the end of February in the year following separation of employment from the City.

Unused vacation will be paid as a pay adjustment on the employee’s final paycheck.

**LIBRARY HOLIDAYS**

For all employees assigned to the Library, the Day after Thanksgiving shall be considered a normal work day, and Christmas Eve shall be recognized and observed as a paid holiday.

**EMPLOYEE TERMINATION PAY**

Two (2) weeks of pay for each complete calendar year of service in a title covered by this policy. This amount shall not exceed twelve (12) weeks of pay.

**LIFE INSURANCE**

100% of premium cost for an amount of coverage equaling one and one-half (1.5) times the employee’s annual salary.