2016 - 2017

COLLECTIVE BARGAINING AGREEMENT

- between -

THE CITY OF SAINT PAUL

- and -

SAINT PAUL SUPERVISORS' ORGANIZATION

INDEX

ARTICLE	TITLE	PAGE
	Preamble	ii
1	Recognition	1
2	Savings Clause	1
3	Management Rights	1
4	Check Off	1
5	Work Schedules	2
6	Seniority	3
7	Non-Discrimination	4
8	Discipline	5
9	Legal Services	5
10	Grievance Procedure	6
11	Wages	8
12	Leaves of Absence	9
13	Insurance	9
14	Vacation	13
15	Holidays	14
16	Severance Pay	15
17	Sick Leave	16
18	Mileage	17
19	Safety Shoes	17
20	Post Employment Health Plan (PEHP)	17
21	Duration and Effective Date	18
	Appendix A - Titles and Salaries	A-1

P R E A M B L E

This Agreement is entered into between the City of Saint Paul, hereinafter referred to as either the “Employer” or the “City,” and the Saint Paul Supervisors’ Organization, hereinafter referred to as the “Organization”, for the purpose of fostering and promoting harmonious relations between the Employer and the Organization in order that a high level of public service can be provided to the citizens of the City.

This Agreement attempts to accomplish this purpose by providing a fuller and more complete understanding on the part of both the Employer and the Organization of their respective rights and responsibilities.

The provisions of this Agreement shall not abrogate the rights and/or duties of the Employer, the Organization, or the employees as established under the provisions of the Public Employee Labor Relations Act of 1984, as amended.

ARTICLE 1 – RECOGNITION

1.1 The Employer recognizes the Saint Paul Supervisors' Organization as the exclusive representative for the White Collar Supervisory Employees of the Professional Group, and certain Unclassified Supervisory Employees, as certified by the State of Minnesota, Bureau of Mediation Services, on December 11, 1973, in BMS Case No. 74-PR-207A and as revised by Unit Clarification proceedings in BMS Case Nos. 74-PR-414-A. and 78-PR-500-A dated April 16, 1977 and December 7, 1977, respectively.

1.2 New classifications which are within the scope and definition of the Organization's certification as stated in Article 1.1 above shall be recognized as part of this bargaining unit. Disputes which may arise between the Employer and the Organization over the inclusion or exclusion of any job classifications may be referred by either Party to the Commissioner, Bureau of Mediation Services, State of Minnesota, for determination in accordance with applicable statutory provisions. Determination by the Commissioner shall be subject to such review and determination as is provided by statute and such rules and regulations as are promulgated thereunder.

ARTICLE 2 – SAVINGS CLAUSE

2.1 This Agreement is subject to the laws of the United States and the State of Minnesota. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party. All other provisions of this Agreement shall continue in full force and effect.

ARTICLE 3 – MANAGEMENT RIGHTS

3.1 The Organization recognizes the right of the Employer to operate and manage its affairs in all respects in accordance with applicable laws and regulations of appropriate authorities. The rights and authority which the Employer has not officially abridged, delegated, or modified by this Agreement are retained by the Employer.

3.2 The employer is not required to meet and negotiate on matters of inherent managerial policy, which include, but which are not limited to, such areas of discretion or policy as the functions and programs of the Employer, its overall budget, utilization of technology, and organizational structure and selection and direction and number of personnel.

ARTICLE 4 – CHECK OFF

4.1 The Employer shall deduct the Organization's membership initiation fee assessments and monthly dues from the pay of those employees who individually request in writing that such deductions be made. The amounts to be deducted shall be certified to the Employer by a representative of the Organization and the aggregate deductions of all employees shall be remitted together with an itemized statement to the representative by the first of the succeeding month after such deductions are made or as soon thereafter as is possible.

ARTICLE 4 – CHECK OFF (Continued)

4.2 Any present or future employee who is not an Organization member may be required to contribute a fair share fee for services rendered by the Organization. Upon notification by the Organization, the Employer shall deduct said fee from the earnings of the employee and transmit the same to the Organization. In no instance shall the fair share fee exceed eighty-five percent (85%) of the Organization's regular membership dues. It is also understood that in the event the Employer shall make an improper fair share deduction from the earnings of the employee, the Organization shall be obligated to make the Employer whole where the Employer has reimbursed such employee for any amount improperly withheld.

4.3 The Employer shall notify the Organization's President, in writing, of the names and job classifications of employees coming within the established scope and definition of the Organization's bargaining unit through new employment or by promotion.

4.4 The Organization shall indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this article.

ARTICLE 5 – WORK SCHEDULES

5.1 All bargaining unit employees are exempt from the overtime pay provisions of the federal Fair Labor Standards Act and similar state legislation as executive or administrative employees and are salaried employees of the City who are not compensated on an hourly basis. The provisions of Section 28H (Overtime Compensation) of the Saint Paint Civil Service Commission Rules shall not apply to employees in this bargaining unit.

5.2 The normal work schedule for full-time employees covered by this Agreement shall consist of a minimum of eighty (80) hours within each biweekly payroll period. An employee is generally expected to be working during the normal business hours established by the Employer for the employee's work group, subject to the leave provisions of this Agreement, applicable Civil Service Rules and applicable state and federal statutes. Due to the nature of their work, however, the job duties of persons in this bargaining unit may require the employees to work irregular hours, and work on holidays and weekends. Such work requirements are considered an integral part of the job. Therefore, maintaining consistent starting and quitting times and scheduling specific numbers of hours worked in any day or week may be impossible. Where their assigned duties and responsibilities permit, however, and where their Department Head or Supervisor approves, bargaining unit employees may exercise reasonable and prudent discretion in scheduling or varying the times at which their work is performed.

5.3 Employees represented by this bargaining unit are not eligible to accrue compensatory time. The City as a public sector employer will follow all applicable state and federal laws and regulations regarding FLSA-exempt public sector employees.

ARTICLE 5 – WORK SCHEDULES (Continued)

5.4 On occasion, the Employer may request that an employee temporarily assume responsibility for a special project or other job duties that represent a substantial addition to the duties and responsibilities generally associated with the employee's position. If the employee accepts the assignment, he/she may receive such additional compensation as may be determined by the employee's Department Head and the City's Budget Director or work schedule adjustments (compensatory time) as may be approved by the employee's Department Head both of which may be granted in the Employer's sole discretion.

5.5 For employees who wish to share a position, the Employer will attempt to provide options for implementing a sharing arrangement. Such an arrangement must be mutually agreed upon by the Employer and the employees involved. Vacation, holiday and sick leave benefits for employees who share a position shall be pro-rated based upon the percent of hours worked. Health insurance benefits shall be administered in accordance with the provisions of Article 13 of this Agreement. In the event that one of the employees participating in the shared position is terminated or terminates employment, the Employer shall post the job sharing vacancy for a period of ten (10) days. If, after ten (10) days, such vacancy cannot be filled, the Employer shall have the option of increasing the remaining employee's work hours.

5.6 Article 5.5 shall not be subject to the provisions of Article 10 (Grievance Procedure) of this Agreement.

5.7 The Employer shall avoid, whenever possible, working an employee on an out-of-class assignment for a prolonged period of time. Any employee working an out-of-class assignment for a period in excess of fifteen (15) consecutive working days during a year shall receive the rate of pay for the out-of-class assignment in a higher classification not later than the sixteenth (16) day of such assignment. For purposes of this Article, an out-of-class assignment is defined as an assignment of an employee to perform, on a full time basis, all of the significant duties and responsibilities of a position different from the employee's regular position, and which is in a classification higher than the classification held by such employee.

The rate of pay for an approved out-of-class assignment shall be the same rate the employee would receive if such employee received a regular appointment to the higher classification.

ARTICLE 6 – SENIORITY

6.1 Seniority, for the purposes of this Agreement, shall be defined as follows: The length of continuous, regular and probationary service with the Employer from the date an employee was first certified and appointed to a class title covered by this Agreement, it being further understood that seniority is confined to the current class assignment held by an employee. In cases where two or more employees are appointed to the same class title on the same date, the seniority shall be determined by the employee's rank on the eligible list from which the certification was made.

ARTICLE 6 – SENIORITY (Continued)

6.2 Seniority shall terminate when an employee retires, resigns, or is discharged.

6.3 In the event it is determined by the Employer that it is necessary to reduce the work force, employees will be laid off by class title within each department based on inverse length of seniority as defined above. The Office of Human Resources will identify such least senior employee in the title in which there is to be a lay-off in the department reducing positions, and shall notify said employee of his/her reduction from the department. If there are any vacancies in that title in any other City department, the Office of Human Resources shall place the affected employee in such vacancy. If two or more vacant positions are available, the Office of Human Resources shall decide which vacant position the affected employee shall fill. If no vacancy exists in such title, then the least senior employee in the affected department shall be laid off. For the purpose of this article, the Board of Education is not considered a City department nor is a Board of Education employee considered a city employee.

6.4 If the employee to be laid off as a result of Article 6.3 above is in a title in a promotional series and has held lower titles in the series in this or any other bargaining unit, such employee will be offered a reduction to the highest of these titles within the department to which classification seniority as defined in Article 6.1 above would keep them from being laid off. This Article 6.4 shall not be effective until and unless the St. Paul Professional Employees Association, AFSCME Clerical Local 2508, and AFSCME Technical Local 1842 collective bargaining agreements have corresponding language. Until such corresponding language is included in such bargaining agreements, the provisions of this Article 6.4 shall be applicable only to the extent that such reductions may be offered only to previously held lower titles within the department in the series which are in this bargaining unit.

6.5 Recall from layoff shall be in inverse order of layoff, except that recall rights shall expire after two years of layoff. It is understood that such employees will pick up their former seniority date in any class of positions that they previously held.

6.6 To the extent possible, vacation periods shall be assigned on the basis of seniority. It is, however, understood that vacation assignment shall be subject to the ability of the Employer to maintain operations.

6.7 Effective January 1, 2014, classifications represented by this bargaining unit shall not be subject to promotions rights established by Civil Service Rules 8 and 14.

ARTICLE 7 – NON-DISCRIMINATION

7.1 The provisions of this Agreement shall be applied equally by the Employer and the Organization to all employees covered by this Agreement in accordance with applicable city, state and federal law.

ARTICLE 8 – DISCIPLINE

8.1 The Employer will discipline employees for just cause only. Discipline may be in any of the forms listed below:

Oral reprimand;
Written reprimand;
Suspension;
Reduction;
Discharge.

8.2 All disciplinary actions, except oral reprimands, will be in written form.

8.3 Employees and the Organization will receive copies of written reprimands and notices of suspension, discharge and reductions.

8.4 Employees may examine all information in their Employer personnel files. Files may be examined at reasonable times.

8.5 An employee to be questioned concerning an investigation of disciplinary action shall have the right to have an Organization representative be present during such interview.

8.6 Only Written Reprimands, Suspensions, Reductions, and Discharges shall be grievable under the terms of Article 10 – Grievance Procedure. After one (1) year of no discipline from the date of an oral reprimand, said reprimand will not be used against the employee as part of any progressive discipline.

8.7 The Organization shall have no obligation or ability to challenge discipline for conduct occurring while an employee is employed in a job classification not represented by the Organization. This limitation does not apply with regard to an employee whose permanent job classification is represented by the Organization and who is serving in another job classification in an "out of title" capacity.

ARTICLE 9 – LEGAL SERVICES

9.1 Except in cases of malfeasance in office or willful or wanton neglect of duty, Employer shall defend, hold harmless and indemnify employee against any tort claim or demand, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance and scope of employee's duties.

9.2 Notwithstanding Article 9.1, the Employer shall not be responsible for paying any legal service fee or for providing any legal service arising from any legal action where the employee is the Plaintiff.

9.3 Each employee, after receiving notice of (1) a claim, demand, action, suit or proceeding against him/her, or (2) a judgment, verdict, finding or determination, either of which arises out of alleged or found acts or omissions occurring in the performance or scope of the employee's duties, shall notify the City Attorney, in writing, of such notice as soon as possible and practical after receiving the notice but in no event later than three (3) business days after receipt thereof.

ARTICLE 10 – GRIEVANCE PROCEDURE

10.1 A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement. The procedure established by this Article shall be the sole and exclusive procedure for the processing of grievances arising from this Agreement or arising from terms and conditions of employment in the City of St. Paul Civil Service Rules and Salary Plan and Rates of Compensation. Matters governed exclusively by the Civil Service Rules shall be referred to the Civil Service Commission.

10.2 The Employer will recognize representatives designated by the Organization as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Organization shall notify the Employer in writing of the names of such Organization Representatives and of their successors when designated. The Employer shall notify the Organization in writing as to its designated representatives.

10.3 It is recognized and accepted by the Organization and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours when consistent with such employee duties and responsibilities. The aggrieved employee and an Organization representative shall be allowed a reasonable amount of time without loss of pay when a grievance is investigated and presented to the Employer during normal working hours provided that the employee and the Organization Representative have notified and received the approval of designated supervisor and provided that such absence is reasonable and would not be detrimental to the work program of the Employer. It is understood that the Employer shall not use the above limitation to hamper the processing of grievances.

10.4 Grievances, as defined by Paragraph 10.l, shall be resolved in conformance with the following procedure:

Step 1 An employee claiming a violation concerning the interpretation or application of this Agreement shall notify the organization as soon as possible. If the Organization determines the claim to have merit, it shall, within twenty-one (21) calendar days after such alleged violation has occurred, be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, the remedy requested, and shall be presented by the Organization to the Employer-designated Step 1 representative. After meeting with the Organization, the Employer-designated representative shall give the Organization the Employer's Step 1 answer in writing within ten (10) calendar days following the meeting with the Organization Any grievance not appealed in writing to Step 3 by the Organization within ten (10) calendar days of receipt of the Employer's Step 1 answer shall be considered waived.

Step 2 If appealed from step 1, the written grievance shall be presented by the Organization and discussed with the Employer-designated Step 2 representative (Labor Relations). The Employer-designated representative

shall give the Organization the employer's answer in writing within ten (10) calendar days after the Step 2 meeting. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Employer-designated representative's final answer in Step 2. Any grievance not appealed in writing to Step 3 by the Organization within ten (10) calendar days shall be considered waived.

Optional Mediation Step

1. If the grievance has not been satisfactorily resolved at Step 3, either the Organization or the Employer may, within ten (10) calendar days, request mediation. If the parties agree that the grievance is suitable for mediation, the Parties shall submit a joint request to the Minnesota Bureau of Mediation Services for the assignment of a mediator. Grievance mediation shall be completed within thirty (30) days of the assignment unless the parties mutually agree to lengthen the time limit.

2. Grievance mediation is an optional and voluntary part of the grievance resolution process. It is a supplement to, not a substitute for, grievance arbitration. When grievance mediation is invoked, the contractual time limit for moving the grievance to arbitration shall be delayed for the period of mediation.

3. The grievance mediation process shall be informal. Rules of evidence shall not apply, and no record shall be made of the proceeding. Both sides shall be provided ample opportunity to present the evidence and argument to support their case. The mediator may meet with the parties in joint session or in separate caucuses.

4. At the request of both parties, the mediator may issue an oral recommendation for settlement. Either party may request that the mediator assess how an arbitrator might rule in this case.

5. The grievant shall be present at the grievance mediation proceeding. If the grievance is resolved, the grievant shall sign a statement agreeing to accept the out-come. Unless the parties agree otherwise, the outcome shall not be precedential.

6. If the grievance is not resolved and is subsequently moved to arbitration, such proceeding shall be de novo. Nothing said or done by the parties or the mediator during grievance mediation with respect to their positions concerning resolution or offers of settlement may be used or referred to during arbitration.

Step 3 If the grievance remains unresolved, the Organization may within fourteen (14) work days after the response of the Employer in Step 2, by written notice to the Employer, request arbitration of the grievance. The parties may mutually agree upon an arbitrator to hear and decide the dispute. If, however,

ARTICLE 10 – GRIEVANCE PROCEDURE (Continued)

the parties are unable to so agree, either of them may request the Bureau of Mediation Services, State of Minnesota, to provide a list of seven (7) qualified arbitrators from the roster maintained for such purposes by the Bureau. The Employer and the Organization shall alternately strike names from the list until only one name remains; that of the selected Arbitrator. Unless the parties agree to the contrary, the party who strikes the first name from the list shall be determined by the flip of a coin.

10.5 The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Organization provided that each party shall be responsible for compensating its own representatives and witnesses.

10.6 If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If, prior to the hearing, both parties request a verbatim record of the proceedings the cost shall be shared equally.

10.7 If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer.

If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Organization may elect to take the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Organization.

10.8 A grievance may be initiated by the Organization using either the grievance procedure of this Agreement or by the provisions of the Civil Service Rules of the City of Saint Paul within limitations of 10.1 above.

10.9 If a grievance is initiated through this grievance procedure it shall not again be submitted for determination under the Civil Service Rules. If an issue is submitted for determination through the provisions of the Civil Service Rules it shall not again be submitted for arbitration under this grievance procedure.

ARTICLE 11 – WAGES

11.1 The wage schedule for the purposes of this Agreement is set forth in Appendix A, which is made a part of this Agreement as if more fully set forth herein.

11.2 The salary rates shown in Appendix A reflect the following:

Effective January 1, 2016 (or closest pay period):	2.5% increase in all salary rates
Effective January 1, 2017 (or closest pay period):	2.5% increase in all salary rates

11.3 Increases in compensation shall be paid retroactively to the effective date for individuals employed as of the date of signing of the agreement.

ARTICLE 12 – LEAVES OF ABSENCE

12.1 Employees may request paid or unpaid leaves of absence in accordance with the applicable provisions of state and federal law or regulation and Saint Paul Civil Service Rules.

12.2 In addition to such leaves of absence as may be granted pursuant to law, regulation or civil service rule, employees may be granted personal leaves of absence without pay or benefits where the Employer's operation will not be unreasonably disrupted as a result. Personal leaves of absence shall not exceed twelve (12) months in duration and shall be granted in the Employer's sole discretion which shall not be subject to review under the grievance/arbitration provisions of this Agreement.

12.3 A full-time employee may be granted up to four hundred eighty (480) hours of voluntary leave of absence without pay during the fiscal year. During such leave of absence, the employee shall continue to earn and accrue vacation and sick leave, seniority credits and maintain insurance eligibility as though he/she was on the payroll. Any leave of absence granted under this provision is subject to the approval of the Department Head.

ARTICLE 13 – INSURANCE

13.1 The insurance plans, premiums for coverages and benefits contained in the insurance plans offered by the Employer shall be solely controlled by the contracts negotiated by the Employer and the benefit providers. The Employer will attempt to prevent any changes in the benefits offered by the benefit providers. However, the employees selecting the offered plans agree to accept any changes in benefits which a specific provider implements.

Active Employee Insurance

13.2 Effective **January 2016**, for each eligible employee covered by this Agreement who is employed full time and who selects City-provided employee health insurance coverage, the Employer agrees to contribute the following amounts per month:

Open Access Choice Deductible Plan: 2015 contributions plus eighty-two and one-half percent (82.5%) of the premium increase for 2016, after plan design changes; employees shall be responsible for the 2015 employee contribution, plus seventeen and one-half percent (17.5%) of the premium increase for 2016, after plan design changes.

Based on a 4.3% premium increase and VEBA offset for single premiums, this results in the following employer contributions:

Single: $577.05, plus $80 per month to be deposited in a VEBA account (plus an additional $75 per month in a VEBA for completion of 2015 Wellness Program).

Family: $1,351.86, plus $45 per month to be deposited in a VEBA account (plus an additional $75 per month in a VEBA for completion of 2015 Wellness Program).

Distinctions:
Single: $398.88
Family: $748.22

Effective **January 2017,** for each eligible employee covered by this Agreement who is employed full-time and who selects City-provided employee health insurance coverage, the Employer agrees to contribute the following amounts per month:

Open Access Choice Deductible Plan: 2016 contributions plus eighty-two and one-half percent (82.5%) of the premium increase for 2017, after plan design changes, if any; employees shall be responsible for the 2016 employee contribution, plus seventeen and one-half percent (17.5%) of the premium increase for 2017, after plan design changes, if any.

Based on a 6% premium increase and VEBA offset for single premiums, this results in the following employer contributions:

Single: $611.67, plus $75 per month to be deposited in a VEBA account (plus an additional $75 per month in a VEBA for completion of 2016 Wellness Program).

Family: $1,426.52, plus $45 per month to be deposited in a VEBA account (plus an additional $75 per month in a VEBA for completion of 2016 Wellness Program).

Distinctions:
Single: $398.88
Family: $748.22

13.3 For each eligible employee who has elected health insurance coverage, the Employer agrees to provide life insurance in an amount equal to $50,000. Employees who provide proof of alternate coverage may waive participation in the Employer's health insurance plan. Employees who waive participation in the Employer's health insurance plan shall still be eligible for life insurance benefits, including the Employer contribution thereon, and to participate in any optional insurance coverages or flexible spending accounts offered or maintained by the Employer provided the employee was benefit eligible for each of the preceding twelve (12) months.

Retiree Insurance

13.4 Employees who retire must meet the following conditions at the time of retirement in order to be eligible for the Employer contributions, listed in Sections 13.5 through 13.8 below, toward a health insurance plan offered by the Employer:

13.4 (1) Be receiving benefits from a Public Employee Retirement Act at the time of retirement; and

13.4 (2) Have severed his/her relationship with the City for reasons other than misconduct; and

13.4 (3) Employment with Independent School District No. 625 will not be counted toward the service requirement for employees hired after October 1, 1997 toward the years of service for retiree health eligibility.

ARTICLE 13 – INSURANCE (Continued)

Early Retirees

13.5 This Section applies to employees who:

13.5 (1) Have completed twenty (20) years full-time with the City, and
13.5 (2) Were appointed before January 1, 1990, and
13.5 (3) Have not attained age sixty-five (65) at retirement, and
13.5 (4) Meet the terms set forth in Section 13.4 above, and
13.5 (5) Select a health insurance plan offered by the Employer.

Until such employees reach sixty-five (65) years of age, the Employer will contribute a maximum of $350.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. In addition, the Employer will provide group term life insurance coverage in the amount of $5,000.00 until the retiree attains the age of sixty-five (65).

When such early retiree attains age sixty-five (65), the provisions of Section 13.7 shall apply.

13.6 This Section shall apply to employees who:

13.6 (1) Have completed twenty (20) years full-time with the City, and
13.6 (2) Were appointed on or after January 1, 1990, and
13.6 (3) Have not attained age sixty-five (65) at retirement, and
13.6 (4) Meet the conditions of Section 13.4 above, and
13.6 (5) Select a health insurance plan offered by the Employer.

Until such employees reach sixty-five (65) years of age, the Employer will contribute a maximum of $300.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. In addition, the Employer will provide group term life insurance in the amount of $5,000.00 until the retiree attains the age of sixty-five (65).

When such early retiree attains age sixty-five (65), the provisions of Section 13.8 shall apply.

Regular Retirees (Age 65 and over)

13.7 This Section shall apply to full-time employees who:

13.7 (1) Were appointed prior to January 1, 1990, and
13.7 (2) Have completed twenty (20) years full-time with the City, and
13.7 (3) Have attained age sixty-five (65) at retirement, and
13.7 (4) Meet the conditions of Section 13.4 above, and
13.7 (5) Select a health insurance plan offered by the Employer.

The Employer will contribute up to a maximum of $550.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. No life insurance coverage will be provided.

13.8 This Section shall apply to full-time employees who:

13.8 (1) Were appointed on or after January 1, 1990, and
13.8 (2) Have completed twenty (20) years full-time with the City, and
13.8 (3) Have attained age sixty-five (65) at retirement, and
13.8 (4) Meet the conditions of Section 13.4 above, and
13.8 (5) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of $300.00 per month toward the cost of single or family health insurance coverage. Any unused portion shall not be paid to the retiree. No life insurance coverage will be provided.

Survivor Insurance

13.9 The surviving spouse of an employee carrying family coverage at the time of his/her death due to a job connected injury or illness which was determined to have arisen out of and in the course of his/her employment under worker's compensation law shall continue to be eligible for city contribution in the same proportions as is provided for retired employees.

In the event of the death of an early retiree or a regular retiree, the dependents of the retiree shall have the option, within thirty (30) days, to continue the current hospitalization and medical benefits which said dependents previously had, at the premium and Employer contribution accorded to the eligible deceased retiree.

It is further understood that coverage shall cease in the event of:

13.9 (1) Subsequent remarriage of the surviving spouse of the deceased employee or retiree.
13.9 (2) The employment of the surviving spouse of dependent where health insurance is obtained through a group program provided by said Employer. In this event, however, the surviving spouse or dependent shall have the right to maintain city health insurance for the first ninety (90) days of said employment.

13.10 A retiree may not carry his/her spouse as a dependent if such spouse is also a City retiree or City employee and eligible for and is enrolled in the City health insurance program.

13.11 The contributions indicated in this Article shall be paid to the Employer's third party administrator.

13.12 Employees covered by this Agreement shall be eligible to participate in the Flexible Spending Account as offered by the Employer. The service fee charged to participating employees shall be paid by the Employer.

13.13 Employees covered by this Agreement shall be eligible to participate in the Dependent Care Reimbursement Account offered by the Employer. The service fee charged to participating employees shall be paid by the Employer.

ARTICLE 14 – VACATION

14.1 For the purposes of this article qualifying years shall be determined based on original employment date. In each calendar year, each full-time employee shall be granted vacation according to the following schedule:

Years of Service	**Vacation Granted**
Less than 8 years	15 days
After 8 years thru 15 years	22 days
After 15 years	26 days

Employees who work less than full-time shall be granted vacation on a pro-rata basis.

14.2 The Employee's Department Head may permit an employee to carry over into the following calendar year up to fifteen days' vacation.

14.3 The time of vacation shall be approved by the employee's Department Head. If an employee has been granted more vacation than he has earned up to the time of his separation from the City service, the employee shall reimburse the City for such unearned vacation. If an employee is separated from the service by reason of resignation, he shall be granted such vacation pay as he may have earned and not used up to the time of such separation, provided that he has notified the department head in writing at least fifteen (15) calendar days prior to the date of his resignation. If an employee is separated from the service by reason of discharge, retirement or death, he shall be granted such vacation pay as he may have earned and not used up to the time of such separation. The provisions of this Section shall not apply to temporary or emergency employees.

14.3 (1) For any employee who is eligible to receive compensation for unused vacation at separation from the City under this Article and is eligible to receive Severance under Article 16, the City will contribute 100% of the full amount of such payment to a Post Employment Health Plan (PEHP) in lieu of any cash payment to the employee.

14.4 If an employee has an accumulation of sick leave credits in excess of one hundred and eighty days (180), he/she may convert any part of such excess to vacation at the rate of one-half day's vacation for each day of sick leave credit. No employee may convert more than twenty (20) days of sick leave in each calendar year under this provision. The approval of the employee's Department Head shall be required for any conversion request in excess of ten (10) days of sick leave.

14.5 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 (5) days, or any portion thereof, of accrued and unused vacation once per year. Such election must be made in writing on or before December 1of each year. If the employee elects to sell vacation, the payment for such sold vacation shall be made in a lump sum in the nearest full payroll period following the election date. 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.

ARTICLE 14 – VACATION (Continued)

14.5 (1) Invoking the use of 14.4 above at any time within the calendar year will prohibit the use of 14.5 above.

14.6 "Years of Service" may include, at the discretion of the Department Director, the amount of time worked by an employee at any previous public sector agency or private entity as in the relevant professional field. This "years of service" credit, if granted, may only be applied to affect vacation accrual and will have no impact on the employee's seniority or other rights and benefits of employment based on years of service either to the Employer or in the employee's job classification.

14.7 Application of additional years of service credit is not subject to Article 10 of this Collective Bargaining Agreement.

ARTICLE 15 – HOLIDAYS

15.1 The following days shall be recognized and observed as paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Day after Thanksgiving*
Presidents' Day	Veterans' Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

Eligible employees shall receive pay for each of the holidays listed above on which they perform no work. Whenever any of the holidays listed above shall fall on Saturday, the preceding Friday shall be observed as the holiday. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday. However, for those employees assigned to a work week which includes a Saturday or Sunday, the holiday shall be observed on its calendar date.

*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 minor holiday.

15.2 In order to be eligible for a holiday with pay, an employee must be employed as of the date of the holiday and have paid hours on the payroll for that pay period. The amount of holiday time earned shall be based upon the number of non-holiday hours paid to the employee during that pay period (see proration charts in Salary Plan and Rates of Compensation). For the purpose of this section only, non-holiday hours paid includes hours actually worked, vacation time, compensatory time, paid leave and sick leave. It is further understood that neither temporary nor other employees, not heretofore eligible, shall receive holiday pay.

ARTICLE 16 – SEVERANCE PAY

16.1 The Employer shall provide a severance pay program as set forth in this Article.

16.2 To be eligible for the severance pay program, an employee must meet the following requirements:

16.2 (1) The employee must be voluntarily separated from City employment or have been subject to separation by lay-off or compulsory retirement.

Those employees who are discharged for cause, misconduct, inefficiency, incompetency, or any other disciplinary reason are not eligible for the City severance pay program.

16.2 (2) The employee must have at least fifteen (15) years of consecutive service in the classified or unclassified Service of the City at the time of separation. For purposes of this Article employment with the Independent School District No. 625 will not be counted toward the service requirement for employees hired after October 1, 1997 toward the years of service for severance eligibility.

16.2 (3) The employee must file a waiver of re-employment with the Director of Human Resources, which will clearly indicate that by requesting severance pay, the employee waives all rights to claim reinstatement or re-employment (of any type), with the City.

16.2 (4) The employee must have accumulated a minimum of eighty (80) days of sick leave credits at the time of his separation from service.

16.3 If an employee requests severance pay and if the employee meets the eligibility requirements set forth above, he/she will be granted severance pay in an amount equal to one-half of the daily rate of pay for the position held by the employee on the date of separation for each day of accrued sick leave.

16.4 The maximum amount of money that any employee may obtain through this severance pay program is $12,500.00.

16.5 Upon the death of an employee who meets all of the requirements set forth above, at the time of his/her death, payment of the severance pay allowed under these provisions shall be made to the employee's spouse, or if none, to the employee's estate.

16.6 Payment of severance pay shall be made in accordance with the provisions of City Ordinance No. 16303.

16.7 For any employee who is eligible to receive severance from the City under this Article, the City will contribute 105% of the full amount of their severance payment to a Post Employment Health Plan (PEHP).

ARTICLE 17 – SICK LEAVE

17.1 Employees shall accumulate sick leave credits at the rate of fourteen (14) days per year. The use of sick leave shall be governed by the applicable rules of the Saint Paul Civil Service Commission which were in effect at the time this Agreement was made and any applicable state or federal statute in effect at the time the sick leave is used.

17.2 In the case of a serious illness or disability of an employee's child, parent or household member, the head of the department shall grant leave with pay in order for the employee to care for or make arrangements for the care of such sick or disabled persons. Such paid leave shall be drawn from the employee's accumulated sick leave credits. Use of such sick leave shall be without limitation where used for the purpose of attending to an employee's sick child and otherwise subject to the Employer's proper administration of the use of such benefits under the Federal Family and Medical Leave Act.

17.3 Department Heads or the Human Resources Director may require a physician's certificate at any time during an employee's use of sick leave for the purposes stated in 17.2 above.

All such certificates shall be forwarded by the appointing officer to the Human Resources Office. If an employee is absent for the reasons set forth in Article 17.2 above for three (3) or fewer calendar days he/she shall submit to the Department Head a certificate signed by the employee stating the nature of the child, parent, or household member's sickness.

If the sickness continues for more than three (3) calendar days, no further sick leave shall be granted unless or until a physician is consulted. The sick leave may be continued from and include the day of consultation, but only if a certificate signed by the physician certifying to the nature and period of the person's sickness is submitted and approved by the Department Head and forwarded to the Human Resources Office.

17.4 No sick leave shall be granted for the above reasons unless the employee reports to his/her Department Head the necessity for the absence as soon as possible and practical after the employee's expected time to report for work, unless he/she can show to the satisfaction of the department head that the failure to report was for good cause.

17.5 An employee shall be paid under the provisions of this paragraph only for the number of days or hours for which he/she would normally have been paid if he/she had not been on sick leave.

17.6 Any employee who has accumulated sick leave credits, as provided in the Civil Service Rules, may be granted one (1) day of such leave to attend the funeral of the employee's grandparent or grandchild.

ARTICLE 18 – MILEAGE

18.1 **Automobile Reimbursement Authorized**: Pursuant to Chapter 33 of the Saint Paul Administrative Code, as amended, pertaining to reimbursement of City officers and employees for the use of their own automobiles in the performance of their duties, the following provisions are adopted.

18.2 The City will provide parking at a location and manner of the Employer's choice within a reasonable distance of the work site for City employees on either of the above mentioned types of reimbursement plans who are required to have their personal car available for City business. Such parking will be provided only for the days the employee is required to have his/her own personal car available.

18.3 The Mayor shall adopt rules and regulations governing the procedures for automobile reimbursement, which regulations and rules shall contain the requirement that recipients shall file daily reports indicating miles driven and shall file monthly affidavits stating the number of days worked and the number of miles driven, and further require that they maintain automobile liability insurance of at least the minimums required by the State of Minnesota. Such rules and regulations, together with any amendments thereto, shall be maintained on file with the City Clerk.

18.4 When an employee is required to use his/her personal automobile to conduct authorized City business, the City shall reimburse the employee at the then current Federal I.R.S. mileage reimbursement rate on the most direct route.

ARTICLE 19 – SAFETY SHOES

19.1 For those employees required, by the Employer, to wear safety shoes or boots, the Employer will contribute $100.00 per year toward the purchase of safety shoes or boots, as an annual cash payment to be placed on the paycheck.

ARTICLE 20 – POST EMPLOYMENT HEALTH PLAN (PEHP)

20.1 Employees are eligible for a Post Employment Health Plan (PEHP) contribution by the Employer of three hundred and fifty dollars ($350.00).

20.2 Eligibility Requirements:

20.2 (1) For initial contribution, employees must have been employed for a minimum of one (1) calendar year.
20.2 (2) City contributions will be made by April 1st of the following year.
20.2 (3) Employees must be on the payroll as of the date of the payment.
20.2 (4) Employees separated for cause from this bargaining unit are specifically excluded from the Employer contribution program.

ARTICLE 21 – DURATION AND EFFECTIVE DATE

21.1 This Agreement is the complete Agreement between the Organization and the Employer. During the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the complete understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Organization, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement.

21.2 This Agreement shall be effective on the date it is executed by the parties and shall continue in full force and effect through December 31, 2017 and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend, or modify this Agreement shall notify the other in writing so as to comply with the provisions of the Public Employment Labor Relations Act of 1984, as amended. Retroactive pay adjustments shall apply to all active employees of the bargaining unit on the date of signing of the agreement except those who have been terminated for cause.

CITY OF SAINT PAUL

Jason Schmidt
Labor Relations Manager

4/25/16
Date

SAINT PAUL SUPERVISORS' ORGANIZATION

Glen Kadrlik
President

4-22-16
Date

APPENDIX A – TITLES AND SALARIES

*Hourly rate represents one-eightieth of an employee's bi-weekly rate. All classes represented by the Organization are considered exempt for overtime purposes.

GRADE 001

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,635.20	1,753.60	1,828.80	1,910.40	1,998.40	2,085.60	2,150.40	2,227.20
Hourly	20.44	21.92	22.86	23.88	24.98	26.07	26.88	27.84
01/07/2017	1,676.00	1,797.60	1,874.40	1,958.40	2,048.00	2,137.60	2,204.00	2,283.20
Hourly	20.95	22.47	23.43	24.48	25.60	26.72	27.55	28.54

GRADE 002

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,678.40	1,800.00	1,878.40	1,964.00	2,050.40	2,144.80	2,208.00	2,290.40
Hourly	20.98	22.50	23.48	24.55	25.63	26.81	27.60	28.63
01/07/2017	1,720.00	1,844.80	1,925.60	2,012.80	2,101.60	2,198.40	2,263.20	2,348.00
Hourly	21.50	23.06	24.07	25.16	26.27	27.48	28.29	29.35

GRADE 003

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,723.20	1,846.40	1,929.60	2,015.20	2,108.00	2,202.40	2,268.80	2,350.40
Hourly	21.54	23.08	24.12	25.19	26.35	27.53	28.36	29.38
01/07/2017	1,766.40	1,892.80	1,977.60	2,065.60	2,160.80	2,257.60	2,325.60	2,408.80
Hourly	22.08	23.66	24.72	25.82	27.01	28.22	29.07	30.11

GRADE 004

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,768.00	1,896.00	1,980.00	2,071.20	2,165.60	2,263.20	2,328.00	2,412.80
Hourly	22.10	23.70	24.75	25.89	27.07	28.29	29.10	30.16
01/07/2017	1,812.00	1,943.20	2,029.60	2,123.20	2,220.00	2,320.00	2,386.40	2,472.80
Hourly	22.65	24.29	25.37	26.54	27.75	29.00	29.83	30.91

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 005

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,817.60	1,945.60	2,037.60	2,127.20	2,223.20	2,322.40	2,392.80	2,480.00
Hourly	22.72	24.32	25.47	26.59	27.79	29.03	29.91	31.00
01/07/2017	1,863.20	1,994.40	2,088.80	2,180.00	2,278.40	2,380.80	2,452.80	2,542.40
Hourly	23.29	24.93	26.11	27.25	28.48	29.76	30.66	31.78

GRADE 006

910030 PARK FACILITY SUPERVISOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,864.00	2,000.80	2,092.00	2,186.40	2,284.00	2,387.20	2,460.00	2,549.60
Hourly	23.30	25.01	26.15	27.33	28.55	29.84	30.75	31.87
01/07/2017	1,910.40	2,051.20	2,144.00	2,240.80	2,340.80	2,447.20	2,521.60	2,613.60
Hourly	23.88	25.64	26.80	28.01	29.26	30.59	31.52	32.67

GRADE 007

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,906.40	2,048.00	2,139.20	2,236.80	2,337.60	2,444.00	2,516.80	2,609.60
Hourly	23.83	25.60	26.74	27.96	29.22	30.55	31.46	32.62
01/07/2017	1,954.40	2,099.20	2,192.80	2,292.80	2,396.00	2,504.80	2,580.00	2,675.20
Hourly	24.43	26.24	27.41	28.66	29.95	31.31	32.25	33.44

GRADE 008

630310 IMPOUND LOT SUPERVISOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	1,964.80	2,111.20	2,205.60	2,303.20	2,410.40	2,521.60	2,598.40	2,694.40
Hourly	24.56	26.39	27.57	28.79	30.13	31.52	32.48	33.68
01/07/2017	2,013.60	2,164.00	2,260.80	2,360.80	2,470.40	2,584.80	2,663.20	2,761.60
Hourly	25.17	27.05	28.26	29.51	30.88	32.31	33.29	34.52

GRADE 009

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,016.80	2,167.20	2,264.80	2,368.80	2,478.40	2,592.00	2,667.20	2,767.20
Hourly	25.21	27.09	28.31	29.61	30.98	32.40	33.34	34.59
01/07/2017	2,067.20	2,221.60	2,321.60	2,428.00	2,540.00	2,656.80	2,733.60	2,836.00
Hourly	25.84	27.77	29.02	30.35	31.75	33.21	34.17	35.45

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 010

810630 BUILDING SUPERINTENDENT
950030 CIRCULATION COORDINATOR
900201 EVENTS COORDINATOR
820220 HORTICULTURE SUPERVISOR
200130 OFFICE MANAGER
630130 PARKS SAFETY & SECURITY SUPERVISOR
316A STOREROOM MANAGER (Inactivated 03/05/2007)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,074.40	2,223.20	2,325.60	2,433.60	2,545.60	2,660.80	2,743.20	2,847.20
Hourly	25.93	27.79	29.07	30.42	31.82	33.26	34.29	35.59
01/07/2017	2,126.40	2,278.40	2,384.00	2,494.40	2,609.60	2,727.20	2,812.00	2,918.40
Hourly	26.58	28.48	29.80	31.18	32.62	34.09	35.15	36.48

GRADE 011

910301 GOLF PRO/MANAGER
149B SUPERVISOR OF AQUATICS (Inactivated 09/06/2014)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,128.80	2,287.20	2,392.00	2,500.80	2,617.60	2,736.80	2,813.60	2,926.40
Hourly	26.61	28.59	29.90	31.26	32.72	34.21	35.17	36.58
01/07/2017	2,182.40	2,344.00	2,452.00	2,563.20	2,683.20	2,805.60	2,884.00	2,999.20
Hourly	27.28	29.30	30.65	32.04	33.54	35.07	36.05	37.49

GRADE 012

200140 OFFICE ADMINISTRATOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,188.00	2,349.60	2,456.00	2,569.60	2,688.00	2,812.00	2,900.80	3,007.20
Hourly	27.35	29.37	30.70	32.12	33.60	35.15	36.26	37.59
01/07/2017	2,242.40	2,408.00	2,517.60	2,633.60	2,755.20	2,882.40	2,973.60	3,082.40
Hourly	28.03	30.10	31.47	32.92	34.44	36.03	37.17	38.53

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 013

130120 BUSINESS ASSISTANCE PROGRAM SUPVR
920420 FACILITY/PROGRAM MANAGER

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,247.20	2,414.40	2,524.80	2,638.40	2,762.40	2,893.60	2,979.20	3,088.80
Hourly	28.09	30.18	31.56	32.98	34.53	36.17	37.24	38.61
01/07/2017	2,303.20	2,474.40	2,588.00	2,704.00	2,831.20	2,965.60	3,053.60	3,166.40
Hourly	28.79	30.93	32.35	33.80	35.39	37.07	38.17	39.58

GRADE 014

160020 MARKETING & PUBLIC RELATIONS MGR
220520 WATER CUSTOMER SERVICE AND BILLING SUPERVISOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,308.00	2,480.00	2,593.60	2,715.20	2,839.20	2,972.00	3,061.60	3,177.60
Hourly	28.85	31.00	32.42	33.94	35.49	37.15	38.27	39.72
01/07/2017	2,365.60	2,542.40	2,658.40	2,783.20	2,910.40	3,046.40	3,138.40	3,256.80
Hourly	29.57	31.78	33.23	34.79	36.38	38.08	39.23	40.71

GRADE 015

420030 ENGINEERING TECHNICIAN SUPERVISOR
420120 ENGINEERING TECHNICIAN SUPERVISOR - WATER UTILITY

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,372.00	2,548.80	2,664.00	2,788.80	2,917.60	3,053.60	3,149.60	3,268.80
Hourly	29.65	31.86	33.30	34.86	36.47	38.17	39.37	40.86
01/07/2017	2,431.20	2,612.80	2,730.40	2,858.40	2,990.40	3,129.60	3,228.00	3,350.40
Hourly	30.39	32.66	34.13	35.73	37.38	39.12	40.35	41.88

GRADE 016

110701 ADMINISTRATIVE ASSISTANT (U)
110701 ADMINISTRATIVE ASSISTANT
710020 PLAN REVIEW SUPERVISORY
438A SAFETY COORDINATOR (Appointed on/after 1/1/90) (Inactivated 06/03/2013)
800220 URBAN FORESTER SUPERVISOR
850130 VIDEO PRODUCTION SUPERVISOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,438.40	2,619.20	2,740.80	2,868.00	3,000.80	3,141.60	3,236.80	3,358.40
Hourly	30.48	32.74	34.26	35.85	37.51	39.27	40.46	41.98
01/07/2017	2,499.20	2,684.80	2,809.60	2,940.00	3,076.00	3,220.00	3,317.60	3,442.40
Hourly	31.24	33.56	35.12	36.75	38.45	40.25	41.47	43.03

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 017

272B PUBLIC WORKS ACCOUNTING COORD (Inactivated 07/14/2010)
540030 *SENIOR PUBLIC HEALTH NURSE
810430 SUPERVISOR OF TRAFFIC MAINTENANCE
140220 WATER CONTROL SYSTEMS INFO SUPVR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,505.60	2,692.80	2,815.20	2,944.80	3,084.00	3,228.80	3,329.60	3,456.80
Hourly	31.32	33.66	35.19	36.81	38.55	40.36	41.62	43.21
01/07/2017	2,568.00	2,760.00	2,885.60	3,018.40	3,160.80	3,309.60	3,412.80	3,543.20
Hourly	32.10	34.50	36.07	37.73	39.51	41.37	42.66	44.29

GRADE 018

950420 COMMUNITY & DIGITAL SERVICES MANAGER
130030 CONTRACT COMPLIANCE SUPERVISOR
900020 EDUCATION AND CONSERVATION CURATOR
700220 ENVIRONMENTAL HEALTH PROGRAM SUPVR
950042 LIBRARIAN III (Apptd after 7/7/88)
530220 *MEDICAL TECHNOLOGIST SUPERVISOR
830050 MUNICIPAL GARAGE SUPERVISOR I
920150 PARK & REC PROGRAM SUPERVISOR
210050 PRINT SERVICES OPERATIONS MANAGER

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,574.40	2,765.60	2,896.80	3,029.60	3,173.60	3,321.60	3,424.80	3,549.60
Hourly	32.18	34.57	36.21	37.87	39.67	41.52	42.81	44.37
01/07/2017	2,638.40	2,834.40	2,969.60	3,105.60	3,252.80	3,404.80	3,510.40	3,638.40
Hourly	32.98	35.43	37.12	38.82	40.66	42.56	43.88	45.48

GRADE 019

400220 DESIGN SUPERVISOR
368B ORGANIZATIONAL DEVELOP MGR (Inactivated 09/05/2010)
710030 PLAN REVIEW COORDINATOR (Inactivated 05/03/2014)
540401 *SOCIAL WORKER SUPERVISOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,646.40	2,842.40	2,975.20	3,114.40	3,260.80	3,416.00	3,516.00	3,652.00
Hourly	33.08	35.53	37.19	38.93	40.76	42.70	43.95	45.65
01/07/2017	2,712.80	2,913.60	3,049.60	3,192.00	3,342.40	3,501.60	3,604.00	3,743.20
Hourly	33.91	36.42	38.12	39.90	41.78	43.77	45.05	46.79

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 020

300113 ACCOUNTANT IV
940020 ANIMAL CURATOR
757 ASST DIR OF HUMAN RIGHTS (Inactivated on 03/02/2009)
700030 CODE ENFORCEMENT SUPERVISOR
820230 HORTICULTURE MANAGER
950043 LIBRARIAN III (Appointed on/before 7/7/88)
800301 NATURAL RESOURCES MANAGER
160030 PUBLIC SERVICE MANAGER
350050 REAL ESTATE SUPERVISOR
830060 VEHICLE & EQUIP SERVICES COORDINATOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,718.40	2,924.00	3,060.00	3,202.40	3,353.60	3,510.40	3,617.60	3,756.00
Hourly	33.98	36.55	38.25	40.03	41.92	43.88	45.22	46.95
01/07/2017	2,786.40	2,996.80	3,136.80	3,282.40	3,437.60	3,598.40	3,708.00	3,849.60
Hourly	34.83	37.46	39.21	41.03	42.97	44.98	46.35	48.12

GRADE 021

430020 CHIEF SURVEYOR
350020 REAL ESTATE & ASSESSMENT SUPERVISOR
264B RIGHT-OF-WAY SUPERVISOR (Inactivated 01/28/2014)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,792.80	3,004.00	3,144.80	3,292.80	3,449.60	3,608.80	3,720.00	3,863.20
Hourly	34.91	37.55	39.31	41.16	43.12	45.11	46.50	48.29
01/07/2017	2,862.40	3,079.20	3,223.20	3,375.20	3,536.00	3,699.20	3,812.80	3,960.00
Hourly	35.78	38.49	40.29	42.19	44.20	46.24	47.66	49.50

GRADE 022

700130 LICENSING MANAGER
877 PARKING ADMINISTRATOR (Inactivated 06/15/2007)
895 SUPVR OF BUILDING DESIGN & PLAN REVIEW (Inactivated 03/05/2007)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,871.20	3,088.80	3,233.60	3,385.60	3,544.00	3,711.20	3,826.40	3,972.00
Hourly	35.89	38.61	40.42	42.32	44.30	46.39	47.83	49.65
01/07/2017	2,943.20	3,166.40	3,314.40	3,470.40	3,632.80	3,804.00	3,922.40	4,071.20
Hourly	36.79	39.58	41.43	43.38	45.41	47.55	49.03	50.89

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 023

300114 ACCOUNTANT V
730030 SUPERVISOR OF REHABILITATION
700120 ZONING MANAGER

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	2,952.80	3,176.80	3,324.80	3,480.00	3,647.20	3,816.80	3,937.60	4,087.20
Hourly	36.91	39.71	41.56	43.50	45.59	47.71	49.22	51.09
01/07/2017	3,026.40	3,256.00	3,408.00	3,567.20	3,738.40	3,912.00	4,036.00	4,189.60
Hourly	37.83	40.70	42.60	44.59	46.73	48.90	50.45	52.37

GRADE 024

850140 CABLE COMMUNICATIONS OFFICER
740030 DSI FIRE SAFETY MANAGER
228A EMPLOYMENT PROGRAMS MANAGER (Inactivated 12/19/2006)
700230 ENVIRONMENTAL HEALTH MANAGER
700040 HOUSING & CODE ENFORCEMENT MANAGER
630320 IMPOUND LOT MANAGER
900501 PARKS AND RECREATION ASSET MANAGER
400113 SENIOR LANDSCAPE ARCHITECT
540130 *WIC PROGRAM MANAGER

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,032.80	3,264.00	3,419.20	3,579.20	3,748.00	3,927.20	4,046.40	4,199.20
Hourly	37.91	40.80	42.74	44.74	46.85	49.09	50.58	52.49
01/07/2017	3,108.80	3,345.60	3,504.80	3,668.80	3,841.60	4,025.60	4,147.20	4,304.00
Hourly	38.86	41.82	43.81	45.86	48.02	50.32	51.84	53.80

GRADE 24T

140413 IS SYSTEMS CONSULTANT IV

	Start	1-yr	1.5-yr	2-yr	2.5-yr	3-yr	3.5-yr	4-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,032.80	3,264.00	3,341.60	3,419.20	3,499.20	3,579.20	3,664.00	3,748.00
Hourly	37.91	40.80	41.77	42.74	43.74	44.74	45.80	46.85
01/07/2017	3,108.80	3,345.60	3,424.80	3,504.80	3,586.40	3,668.80	3,756.00	3,841.60
Hourly	38.86	41.82	42.81	43.81	44.83	45.86	46.95	48.02

	4.5-yr	5-yr	10-yr	15-yr
	(9)	(10)	(11)	(12)
12/26/2015	3,837.60	3,927.20	4,046.40	4,199.20
Hourly	47.97	49.09	50.58	52.49
01/07/2017	3,933.60	4,025.60	4,147.20	4,304.00
Hourly	49.17	50.32	51.84	53.80

GRADE 025

539 ACCOUNTING MANAGER (Inactivated 10/20/1989)
218B CENTRAL LIBRARY PUBLIC SERVICES COORD (Inactivated 09/25/2010)
410013 CIVIL ENGINEER IV
410113 CIVL ENGINEER IV - SPRWS
140601 INFORMATION SERVICE MANAGER-SPRWS
810730 LIBRARY FACILITIES MANAGER
830051 MUNICIPAL GARAGE SUPERVISOR II
350030 REAL ESTATE MANAGER
882 SUPERVISOR OF TECHNICAL SERVICES (Inactivated 06/11/1990)
530040 WATER QUALITY SUPERVISOR

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,117.60	3,358.40	3,515.20	3,679.20	3,853.60	4,036.80	4,164.00	4,320.80
Hourly	38.97	41.98	43.94	45.99	48.17	50.46	52.05	54.01
01/07/2017	3,195.20	3,442.40	3,603.20	3,771.20	3,949.60	4,137.60	4,268.00	4,428.80
Hourly	39.94	43.03	45.04	47.14	49.37	51.72	53.35	55.36

GRADE 026

111801 BUILDING OFFICIAL
520120 FORENSIC LAB MANAGER
540230 *HEALTH ADMINISTRATION MANAGER
111401 POLICE RESEARCH & GRANTS MANAGER
400301 PRINCIPAL DESIGNER
360030 PROGRAM ADMINISTRATOR
350040 REAL ESTATE & ASSESSMENT MANAGER
140701 TECHNOLOGY MANAGER

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,207.20	3,454.40	3,612.00	3,786.40	3,965.60	4,153.60	4,282.40	4,444.00
Hourly	40.09	43.18	45.15	47.33	49.57	51.92	53.53	55.55
01/07/2017	3,287.20	3,540.80	3,702.40	3,880.80	4,064.80	4,257.60	4,389.60	4,555.20
Hourly	41.09	44.26	46.28	48.51	50.81	53.22	54.87	56.94

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 027

720030 CITY PLANNING ADMINISTRATOR
178A TECHNICAL & SUPPORT SERVICES MGR (Inactivated 09/25/2010)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,296.00	3,548.80	3,717.60	3,892.00	4,078.40	4,272.00	4,403.20	4,572.00
Hourly	41.20	44.36	46.47	48.65	50.98	53.40	55.04	57.15
01/07/2017	3,378.40	3,637.60	3,810.40	3,989.60	4,180.00	4,379.20	4,513.60	4,686.40
Hourly	42.23	45.47	47.63	49.87	52.25	54.74	56.42	58.58

GRADE 028

111501 ADMINISTRATION MANAGER
100701 DEPUTY DIRECTOR OF LIEP FOR LICENSES, PERMITS AND CUSTOMER SERVICE
400120 PARKS & RECREATION DESIGN MANAGER
900401 PARKS & RECREATION MANAGER

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,390.40	3,650.40	3,823.20	4,005.60	4,192.00	4,392.00	4,532.00	4,704.00
Hourly	42.38	45.63	47.79	50.07	52.40	54.90	56.65	58.80
01/07/2017	3,475.20	3,741.60	3,918.40	4,105.60	4,296.80	4,501.60	4,645.60	4,821.60
Hourly	43.44	46.77	48.98	51.32	53.71	56.27	58.07	60.27

GRADE 029

322A PURCHASING SYSTEMS MGR (Inactivated 01/24/2011)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,486.40	3,754.40	3,930.40	4,116.80	4,315.20	4,520.80	4,660.00	4,838.40
Hourly	43.58	46.93	49.13	51.46	53.94	56.51	58.25	60.48
01/07/2017	3,573.60	3,848.00	4,028.80	4,220.00	4,423.20	4,633.60	4,776.80	4,959.20
Hourly	44.67	48.10	50.36	52.75	55.29	57.92	59.71	61.99

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 030

410020 ASSISTANT CITY ENGINEER
410120 BUSINESS DIVISION MANAGER-SPRWS
111601 CITY BUILDING OFFICIAL (Inactivated 9/5/2015)
101801 DEPUTY DIRECTOR OF TECHNOLOGY & COMMUNICATIONS(U)
410121 DISTRIBUTION DIVISION MANAGER-SPRWS
410123 ENGINEERING DIVISION MANAGER-SAINT PAUL REGIONAL WATER SERVICES
100901 EXECUTIVE SERVICES MANAGER
410122 PRODUCTION DIVISION MANAGER-SPRWS
320220 TREASURY MANAGER
439A VALUATION & ASSESSMENT ENGINEER (Inactivated 10/06/2010)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,584.00	3,861.60	4,043.20	4,233.60	4,437.60	4,648.80	4,790.40	4,979.20
Hourly	44.80	48.27	50.54	52.92	55.47	58.11	59.88	62.24
01/07/2017	3,673.60	3,958.40	4,144.00	4,339.20	4,548.80	4,764.80	4,910.40	5,104.00
Hourly	45.92	49.48	51.80	54.24	56.86	59.56	61.38	63.80

GRADE 031

102001 ECONOMIC DEVELOPMENT MANAGER (U)
101201 PLANNING & ECONOMIC DEVELOP MANAGER (U)
095A DEPUTY DIRECTOR-PLANNING & DESIGN (Inactivated 11/09/2005)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,687.20	3,970.40	4,160.00	4,356.80	4,564.00	4,781.60	4,932.00	5,120.80
Hourly	46.09	49.63	52.00	54.46	57.05	59.77	61.65	64.01
01/07/2017	3,779.20	4,069.60	4,264.00	4,465.60	4,678.40	4,900.80	5,055.20	5,248.80
Hourly	47.24	50.87	53.30	55.82	58.48	61.26	63.19	65.61

GRADE 032

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,791.20	4,081.60	4,278.40	4,482.40	4,696.80	4,920.00	5,075.20	5,267.20
Hourly	47.39	51.02	53.48	56.03	58.71	61.50	63.44	65.84
01/07/2017	3,885.60	4,184.00	4,385.60	4,594.40	4,814.40	5,043.20	5,202.40	5,399.20
Hourly	48.57	52.30	54.82	57.43	60.18	63.04	65.03	67.49

APPENDIX A – TITLES AND SALARIES (Continued)

GRADE 033

410021 ASSOCIATE CITY ENGINEER
085 CHIEF ACCOUNTANT (Inactivated 01/28/2014)
410130 CHIEF ENGINEER-SPRWS

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	3,898.40	4,198.40	4,400.00	4,610.40	4,832.80	5,062.40	5,221.60	5,421.60
Hourly	48.73	52.48	55.00	57.63	60.41	63.28	65.27	67.77
01/07/2017	3,996.00	4,303.20	4,510.40	4,725.60	4,953.60	5,188.80	5,352.00	5,556.80
Hourly	49.95	53.79	56.38	59.07	61.92	64.86	66.90	69.46

GRADE 034

150240 SUPERVISING ATTORNEY (U)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	4,008.80	4,318.40	4,527.20	4,743.20	4,969.60	5,208.00	5,371.20	5,580.00
Hourly	50.11	53.98	56.59	59.29	62.12	65.10	67.14	69.75
01/07/2017	4,108.80	4,426.40	4,640.00	4,861.60	5,093.60	5,338.40	5,505.60	5,719.20
Hourly	51.36	55.33	58.00	60.77	63.67	66.73	68.82	71.49

GRADE 035

101401 DEPUTY CITY ATTORNEY (U)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	4,124.80	4,444.00	4,658.40	4,878.40	5,112.00	5,357.60	5,528.00	5,739.20
Hourly	51.56	55.55	58.23	60.98	63.90	66.97	69.10	71.74
01/07/2017	4,228.00	4,555.20	4,775.20	5,000.00	5,240.00	5,491.20	5,666.40	5,882.40
Hourly	52.85	56.94	59.69	62.50	65.50	68.64	70.83	73.53

GRADE 039

540240 *DIRECTOR OF MEDICAL SERVICES (Appointed prior to 1/1/90)

							10-yr	15-yr
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12/26/2015	4,615.20	4,976.00	5,214.40	5,464.80	5,731.20	6,006.40	6,195.20	6,434.40
Hourly	57.69	62.20	65.18	68.31	71.64	75.08	77.44	80.43
01/07/2017	4,730.40	5,100.80	5,344.80	5,601.60	5,874.40	6,156.80	6,350.40	6,595.20
Hourly	59.13	63.76	66.81	70.02	73.43	76.96	79.38	82.44