JANUARY 1, 2026 – DECEMBER 31, 2028

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE CITY OF SAINT PAUL

AND

PROFESSIONAL EMPLOYEES ASSOCIATION

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PREAMBLE

This Agreement is entered into between the City of Saint Paul, hereinafter referred to as either the "Employer" or the "City," and the City of Saint Paul Professional Employees Association, hereinafter referred to as the "Association," for the purpose of fostering and promoting harmonious relations between the City and the Association 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 City and the Association of their respective rights and responsibilities.

The provisions of this Agreement shall not abrogate the rights and/or duties of the Employer, the Association or the employees as established under the provisions of the Public Employment Labor Relations Act, Minnesota Statute CH.179A, as it may be amended from time to time.

ARTICLE 1 – RECOGNITION

1.1 The City recognizes the Association as the exclusive representative for The Classified Professional Employees Bargaining Unit, as certified by the State of Minnesota Bureau of Mediation Services, dated November 5, 1985, Case No. 85-PR-775-A.

Employees shall be included in this certification in accordance with the Public Employment Labor Relations Act, Minnesota Statute CH.179A, as it may be amended from time to time.

1.2 The City also recognizes the Association as the exclusive representative for non-classified employees in the City Attorney's Office, as certified by the State of Minnesota Bureau of Mediation Services, dated August 12, 1999, Case No. 99-PCL-464. These employees are not covered by the City's Civil Service Rules. It is recognized that temporary employees in the City Attorney's Office that are within the unit are covered by this Agreement if they work for more than 67 days per calendar year or are anticipated upon hire to be employed greater than 67 days, and meet the hours requirements of Minnesota Statute 179A.03, subd. 14. A temporary employee, for purposes of this contract, is a person employed to fill a position of a specific limited duration, not to exceed one year. Temporary employees shall not be eligible for vacation accrual, holiday pay, sick leave accrual, health or other insurance premium contributions by the Employer, except as are specifically provided for elsewhere in this Agreement.

1.3 The Union generally supports City goals, policies and practices intended to advance race and gender equity, reverse disparity trends and eliminate systemic racism to achieve fair, just and equitable opportunities for all people.

ARTICLE 2 – MAINTENANCE OF STANDARDS

2.1 The parties agree that all conditions of employment relating to wages, hours of work, vacations, and all other general working conditions, except as modified by this Agreement, shall be maintained at not less than the highest minimum standard as set forth in the Civil Service Rules of the City of Saint Paul (Resolution No. 3250) and the Saint Paul Salary Plan and Rates of Compensation at the time of the signing of this Agreement, and the conditions of employment shall be improved wherever specific provisions for improvement are made elsewhere in this Agreement.

2.2 Notwithstanding Article 2.1 above, Effective **January 1, 2023**, Civil Service Rules 6 and 7 in their entirety and Civil Service Rule 8.A.3 and Civil Service Rule 14 relating to promotions shall not apply to applicants and employees who transfer from Independent School District No. 625, effective January 1, 2010, and effective January 1, 2015, shall not apply to classifications represented by this bargaining unit.

ARTICLE 3 – NONDISCRIMINATION

3.1 The terms and conditions of this Agreement will be applied to employees equally without regard to, or discrimination for or against, any individual because of race, color, creed, religion, sex, age, sexual orientation, disability, national origin, or because of membership or non-membership in the Association.

3.2 Employees will perform their duties and responsibilities in a nondiscriminatory manner as such duties and responsibilities involve other employees and the general public.

3.3 Employees covered by this contract will be covered by the City policy regarding nondiscrimination and sexual harassment, as well as applicable local, state, and federal laws.

ARTICLE 4 – MANAGEMENT RIGHTS

4.1 The Association 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.

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

ARTICLE 5 – CHECK OFF AND SERVICE FEE

5.1 The Employer shall deduct from the wages of employees who affirmatively authorize such a deduction in writing an amount necessary to cover monthly Union dues. The amount of the dues shall be determined by the Union. Upon receipt by the payroll department of an authorization form signed by the member involved, the City will deduct from the member's paycheck the amount of the Union dues during the period provided in and in accordance with said authorization. Such monies deducted shall be remitted in aggregate with an itemized statement each month as directed by the Union.

The Employer shall not deduct dues from the wages of employees covered by this Agreement for any other labor organization.

5.2 The Association agrees to 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 6 – HOURS OF WORK AND OVERTIME

6.1 The normal hours of work for the employees shall be a minimum of seven and three-fourths (7 ¾) hours in any twenty-four (24) hour period and thirty-eight and three-fourths (38 ¾) hours in a seven (7) day period excluding a forty-five (45) minute lunch period, fifteen (15) minutes of which shall be paid. For employees on a shift basis this shall be construed to mean a minimum average of thirty-eight and three-fourths (38 ¾) hours a week.

6.2 An employee working in a class title which is in Salary Grade 11 or below shall receive overtime compensation in accordance with the Fair Labor Standards Act (FLSA). The method of this compensation shall be determined solely by the Employer. It is understood that the FLSA provides overtime compensation only after forty (40) hours worked (not paid). Hours worked includes all approved paid rest/lunch breaks during the normal day on-duty.

An employee working in a class title which is in Grade 12 or above and who, in other than normal circumstances, works more than their assigned normal work day or assigned normal work period shall receive compensatory time or pay on a straight time basis for the extra hours worked. The method of compensation shall be determined solely by the Employer. Employees in Grade 12 or above may agree to work the following work days/periods:

6.2 (1) 7 ¾-hour work day;
6.2 (2) 38 ¾-hour work week;
6.2 (3) 77 ½-hour bi-weekly pay period.

Compensated, non-work hours such as approved sick leave, vacation or compensatory time shall not be considered in the determination of hours worked beyond an employee's specified work period; however, paid holiday time will be counted in the determination. If the number of hours worked is less than the totals in the employee's specified work period, non-working compensable time may be used to the extent they get the employee to the total number of hours in their category.

6.3 It is understood by the parties that Section 28H – Overtime Compensation of Resolution No. 3250 shall not apply to this unit.

6.4 Notwithstanding Article 6.1, employees may, through mutual agreement with the Employer, be assigned to a normal work day of up to nine and three-quarters (9 ¾) consecutive hours in a twenty-four (24) hour period and a normal work week of thirty-nine (39) hours in a seven (7) day period, excluding a forty-five (45) minute lunch period, fifteen (15) minutes of which shall be paid. Employees working more than their assigned hours shall receive compensation in accordance with Article 6.2, above.

6.5 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 12 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, at the end of ten (10) days, such vacancy cannot be filled, the Employer shall have the option of increasing the remaining employee's work hours.

6.6 Article 6.5 shall not be subject to the provisions of Article 19 of this Agreement.

6.7 The Employer may provide flex-time for those employees who request it. Employees working more than their assigned hours shall receive compensation in accordance with Article 6.2.

6.8 The Association shall receive up to eight (8) hours straight time pay per day for time spent in contract negotiation with the Employer. The president of the Association or their designee shall determine the employees and hours to be paid according to the terms of this Article.

6.9 **Library Employee Night/Sunday Differential**
Any Library employee who works on a shift beginning earlier than 6:00 a.m. or ending later than 6:00 p.m. shall be paid a night differential of five percent (5.0%) for the hours worked between 6:00 p.m. and 6:00 a.m.

Any Library employee who works on Sunday shall be paid a differential of five percent (5.0%) for all hours worked.

6.10 **Night Differential**
Any employee who works on a shift, beginning earlier than 6:00 a.m. or ending later than 6:00 p.m., there shall be paid a night differential for the hours worked between the hours of 6:00 p.m. and 6:00 a.m.

The night differential shall be six and a half percent (6.5%) of the base rate and shall be paid only for those night shift hours actually worked between the hours of 6:00 p.m. and 6:00 a.m.

6.11 On occasion, and for their own convenience, Association members have been allowed to work during evening hours. As it is the choice of these employees to work during evening hours, employees who request to work during the night differential time period without being required to do so will not receive night differential pay.

6.12 When possible, the department shall provide the employee with no less than thirty (30)-day notice prior to changing or cancelling an employee's hybrid work arrangement.

ARTICLE 7 – WAGES

7.1 Effective **April 1, 2026** (or closest pay period), all salary rates applicable to titles in this bargaining unit shall be increased by three percent (3%).

Effective **January 1, 2027** (or closest pay period), all salary rates applicable to titles in this bargaining unit shall be increased by three percent (3%).

ARTICLE 7 – WAGES (Continued)

Effective **January 1, 2028** (or closest pay period), all salary rates applicable to titles in this bargaining unit shall be increased by three and one-half percent (3.5%).

7.2 Effective **January 1, 2026** (or closest pay period), employees who are in paid status shall be eligible to receive longevity incentive pay according to the following schedule in addition to other compensation payable under this agreement:

Completed Years of Service	Bi-weekly Amount
10 years	$25
15 years	$40
20 years	$60

Longevity payments will align with employer's regular wage payments pursuant to employer payroll practices.

7.3 Effective **January 1, 2025** (or closest pay period), and continuing thereafter, the maximum compensation payable to employees shall be nine percent (9%) above the top step of the wage schedule for each Grade. An employee's eligibility to be compensated above the top step and the amount of compensation payable to such eligible employees shall be determined in accordance with the Performance-Based Compensation Plan attached hereto as Appendix B.

7.4 The wage schedule, for purposes of this contract, shall be Appendix A, attached hereto. Both parties agree that the inclusion of the classifications and salary ranges in Appendix A does not preclude the Employer from the following:

1. Reorganizing
2. Abolishing
3. Establishing new classifications
4. Regrading classifications
5. Reclassifying positions

7.5 Retroactive wage adjustments shall only apply to employees who were employed by the City as of the date of signing this Agreement.

7.6 The language of this Article and Appendix A shall supersede any conflicting language found in the Civil Service Rules and/or Salary Plan and Rates of Compensation.

ARTICLE 8 – VACATION

8.1 The following schedule will apply to all employees.

Years of Service	Vacation Granted Per
Year one through year four	17 days
Year five through year seven	20 days
Year eight through year fifteen	24 days
Year sixteen through year nineteen	27 days
Year twenty and beyond	29 days

ARTICLE 8 – VACATION (Continued)

For purposes of this Article, qualifying years of service shall be determined based on the original employment date.

8.2 Employees shall have until at least December 31 to use any accrued vacation hours. The Department Director may permit an employee to carry over into the following calendar year up to fifteen (15) days' vacation.

8.3 The above provisions of vacation shall be subject to the Saint Paul Salary Plan and Rates of Compensation, Section I, Subdivision G.

8.4 If an employee has an accumulation of sick leave credits in excess of one hundred eighty (180) days, they may convert any part of such excess to vacation at the rate of one-half day of vacation for each day of sick leave credit. No employee may convert more than ten (10) days of sick leave in each calendar year under this provision.

8.5 Employees may request compensation in cash for up to one week of unused vacation within each calendar year. Payment will be at the discretion of the Department Director and additionally, limited by the availability of funds in the Department's Budget. 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 8.5 shall not be subject to the provisions of Article 19 of this Agreement.

8.6 "Years of Service" may include, at discretion of the Department Director, an amount of time worked by an employee at any previous employer in a comparable, relevant professional position.

8.7 Application of additional years of service credit is not subject to Article 19 of this Agreement.

ARTICLE 9 – HOLIDAYS

9.1 **Holidays recognized and observed.** The following days shall be recognized and observed as paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veterans' Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving*
Juneteenth Day	Christmas Day
Independence Day	One Floating Holiday (Effective 1/1/2027)

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.

9.2 **Eligibility Requirements.** 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.

9.3 Employees required to work on a holiday shall be compensated in accordance with Section I, Subdivision H of the Saint Paul Salary Plan and Rates of Compensation.

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

9.5 Effective **January 1, 2027**, one floating holiday is added to the schedule in Article 9.1 above. The floating holiday set forth in Section 9.1 above may be taken at any time during the calendar year, subject to the approval of the Department Director of any employee.

ARTICLE 10 – SICK LEAVE

10.1 Sick leave shall be earned and granted in accordance with the Civil Service Rules. The accrual rate for eligible employees shall be 0.0460 of a working hour for each full hour on the payroll (12 days per year), excluding overtime.

10.2 In the case of a serious illness or disability of an employee's child, parent, household member or individual covered under state statute, the Department Head 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 limited to one hundred sixty (160) hours in any 12-month period measured by rolling backwards from the date leave is taken.

10.3(1) Any employee who has accumulated sick leave credits, as provided in the Civil Service Rules, shall be granted up to three (3) days of sick leave to attend the funeral of the employee's grandparent or grandchild. Any employee who has accumulated sick leave credits as provided above shall be granted leave with pay for such time as the appointing authority deems necessary for any of the following reasons:

1. Sickness or injury of the employee.

2. Death of the employee's mother, father, spouse, child, brother, sister, mother-in-law, father-in-law, or other person who is a member of the household.

Employees may be granted sick leave for such time as is actually necessary for the following:

1. Office visits to physicians, dentists, or other health care personnel.
2. In the case of sudden sickness or disability of a household member, up to four (4) hours for any one instance.

No employee shall be granted sick leave with pay for treatment of chemical dependence more than twice.

10.3(2) Bereavement Leave

Any employee shall be granted up to 2 days annually for bereavement leave of an immediate family member (see definition below). Bereavement leave is separate from sick and vacation time. Sick time would be used for any additional time requested, as the appointing authority deems necessary, for bereavement beyond the bereavement leave if an employee has accumulated sick time.

Immediate Relative: An individual with any of the following relationships to the employee

1. Spouse and parents, thereof;
2. Children and spouses thereof;
3. Parents, and spouses, thereof;
4. Siblings and spouses, thereof;
5. Grandparents and grandchildren, and spouses thereof;
6. Domestic partners and parents thereof, including domestic partners of any individual in 1 through 5 of this definition; and
7. Any individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

10.4 Pregnant employees of the City of Saint Paul shall be eligible for the use of paid sick leave and unpaid leave of absence in the same manner as any other disabled or ill City employee. Such paid sick leave eligibility shall begin upon certification by the employee's attending physician that the employee is disabled in terms of their ability to perform the duties of their position.

10.5 The Department Head or the Human Resources Director may require a physician's certificate or additional certificates at any time during an employee's use of sick leave for the purposes stated in 10.2 above. All such certificates shall be forwarded by the appointing officer to the Human Resources Office. If an employee is absent because of the provisions of Article 10.2 above for three (3) or fewer calendar days they 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.

10.6 No sick leave shall be granted for the above reasons unless the employee reports to their Department Head the necessity for the absence not later than one-half hour after their regularly scheduled time to report for work, unless they can show to the satisfaction of the Department Head that the failure to report was excusable.

10.7 An employee shall be paid under the provisions of Article 10 only for the number of days or hours for which they would normally have been paid if they had not been on sick leave.

ARTICLE 11 – LEAVE OF ABSENCE

11.1 A twelve (12) month parental leave of absence without pay shall be granted to a natural parent or an adoptive parent, who requests such leave in conjunction with the birth or adoption of a child. Such leave may be extended an additional twelve (12) months by mutual agreement between the employee and the Employer. Refusal on the part of the Employer to grant an extension of such leave shall not be subject to the provisions of Article 19 of this Agreement.

Paid Parental Leave: The City may provide up to eight (8) weeks of Paid Parental Leave to eligible employees following the birth, placement for adoption or adoption of a child. The Paid Parental Leave must be used in a continuous eight-week block of time and will run concurrently with any other leaves available under existing federal and state laws. The Paid Parental Leave must be requested, approved and used within 6 months of the qualifying event or the opportunity to request and/or use the leave will be forfeited.

To be eligible for this leave, the employee must:

1. be the biological parent or the adoptive parent or the spouse of the biological or adoptive parent of the child; and,
2. must have worked for the City for at least one year preceding the first date of the leave; and,
3. have 1,250 hours of worked time in the twelve months immediately before the leave.

The eligible employee using Paid Parental Leave will be paid at their assigned rate of pay for the average number of hours worked per week in the previous twelve (12) months. Vacation will accrue during the Leave as if the employee were working. If a regularly scheduled holiday falls during the employee's use of Paid Parental Leave it will be not considered Paid Parental Leave but will be Holiday leave. Use of holiday pay during a Paid Parental Leave will not extend the length of the leave.

The City will continue to pay its share of the cost of an eligible employee's group health insurance during a Paid Parental Leave. The eligible employee's share of the premium will be deducted from the eligible employee's pay in accordance with normal practices

Employees who return following such leaves of absence shall be placed in a position of equivalent salary and tenure as the one held just prior to the beginning of their leave.

11.2 Leave of absence for the adoption of a child or for paternity leave shall be in accordance with applicable laws.

11.3 In case of an employee adoption of a child up to five (5) years of age, employees shall be permitted to carry over into the following fiscal year up to eighty (80) additional hours of accrued vacation time each year up to a total of two hundred forty (240) hours.

This Article 11.3 shall apply only to one City employee in the event that both adoptive parents are City employees.

11.4 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 they were on the payroll. Any leave of absence granted under this provision is subject to the approval of the Department Head.

ARTICLE 12 – INSURANCE

12.1 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. The Employer's Cafeteria Plan Document and IRS rules and regulations shall govern the Employer provided health and welfare benefit program. Employer contributions under this Article shall not be considered salary.

12.2 For the purpose of this Article, **full-time employment** is defined as appearing on the payroll an average of at least thirty-two (32) hours per week for the twelve (12) month period preceding the annual open enrollment or special enrollments or the six (6) month period preceding initial enrollment.

12.3 Effective **January 2026**, 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:

Choice Passport Plan:
2025 contributions plus eighty-two and one-half percent (82.5%) of the premium increase for 2026, after any plan design changes; employees shall be responsible for the 2025 employee contribution, plus seventeen and one-half percent (17.5%) of the premium increase for 2026, after any plan design changes.

Based on the proposed Medica RFP quotes, this results in the following Employer contributions:

Single: $833.04, plus $225 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2025 Wellness Program). Employee share: $51.10/month.

Family: $2,002.34, plus $135 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2025 Wellness Program). Employee share: $306.12/month.

Elect Plan/Vantage Plus ACO Plan:
The lesser of the Employer's contribution for the Choice Passport Plan for 2026; or the actual cost of the Elect Plan/Vantage Plus ACO Plan premium. Employees shall be responsible for the difference between the monthly premium and the Employer's monthly contribution.

Based on the proposed Medica RFP quotes for the Choice Passport Plan, this results in the following Employer contributions:

Single: $796.30, plus $225 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2025 Wellness Program). Employee share: $0.00/month.

Family: $2,002.34 plus $135 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2025 Wellness Program). Employee share: $77.42/month.

Park Nicollet ACO Plan:
The lesser of the Employer's contribution for the Choice Passport Plan for 2026; or the actual cost of the Park Nicollet ACO Plan premium. Employees shall be responsible for the difference between the monthly premium and the Employer's monthly contribution.

Based on the proposed Medica RFP quotes for the Choice Passport Plan, this results in the following Employer contributions:

Single: $791.46, plus $225 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2025 Wellness Program). Employee share: $0.00/month.

Family: $2,002.34, plus $135 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2025 Wellness Program). Employee share: $64.82/month.

Passport Copay Plan:
Single: $398.88 (Employee share: $731.28/month)
Family: $748.22 (Employee share: $2,216.32/month)

If the actual premiums for 2026 differ from the estimate upon which these contributions are based, the employer and employee contributions will be adjusted to reflect the negotiated cost sharing percentages as applied to the actual premiums for all plan options other than the Passport Copay Plan.

Effective **January 2027**, 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:

Choice Passport Plan:
2026 contributions plus eighty-two and one-half percent (82.5%) of the premium increase for 2027, after any plan design changes; employees shall be responsible for the 2026 employee contribution, plus seventeen and one-half percent (17.5%) of the premium increase for 2027, after any plan design changes.

Based on a 9.5% premium increase, this results in the following Employer contributions:

Single: $902.30, plus $225 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2026 Wellness Program). Employee share: $65.78/month.

Family: $2,183.22, plus $135 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2026 Wellness Program). Employee share: $344.48/month.

Elect Plan/Vantage Plus ACO:
The lesser of the Employer's contribution for the Choice Passport Plan for 2027; or the actual cost of the Elect Plan/Vantage Plus ACO Plan premium. Employees shall be responsible for the difference between the monthly premium and the Employer's monthly contribution.

Based on a 9.5% premium increase for the Choice Passport Plan, this results in the following Employer contributions:

Single: $871.94, plus $225 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2026 Wellness Program). Employee share: $0.00/month.

Family: $2,183.22, plus $135 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2026 Wellness Program). Employee share: $94.10/month.

Park Nicollet ACO Plan:
The lesser of the Employer's contribution for the Choice Passport Plan for 2027; or the actual cost of the Park Nicollet ACO Plan premium. Employees shall be responsible for the difference between the monthly premium and the Employer's monthly contribution.

Based on a 9.5% premium increase for the Choice Passport Plan, this results in the following Employer contributions:

Single: $866.64, plus $225 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2026 Wellness Program). Employee share: $0.00/month.

Family: $2,183.22, plus $135 per quarter to be deposited in a VEBA account (plus an additional $225 per quarter in a VEBA for completion of 2026 Wellness Program).
Employee share: $80.32/month.

Passport Copay Plan:
Single: $398.88 (Employee share: $838.64/month)
Family: $748.22 (Employee share: $2,497.94/month)

If the actual premiums for 2027 differ from the estimate upon which these contributions are based, the employer and employee contributions will be adjusted to reflect the negotiated cost sharing percentages as applied to the actual premiums for all plan options other than the Passport Copay Plan.

Effective January 2028, 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 amount provided to other City employees represented by labor unions as established by the consensus of the LMCHI.

12.4 All benefits eligible employees (i.e. 40 hours per pay period or more) may participate in or waive participation in the City's health insurance program. Employees who waive participation shall be eligible for any employer contribution towards basic life insurance, and shall be eligible to participate in optional coverages at the employee's expense if the employee is benefit eligible.

For the purpose of this section, the employee's annual salary shall be based on the employee's salary as of the month prior to the annual open enrollment. The Employer will contribute, beginning in 2004, life insurance in an amount equal to $50,000 for each benefit eligible employee.

12.5 For employees who, after fifteen (15) years of service become disabled and are eligible for a disability pension from a retirement fund to which the City of Saint Paul has contributed, the Employer shall contribute toward the hospital-medical insurance program offered by the Employer in accordance with the retiree insurance provisions of this Agreement.

12.6 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 12.7 through 12.18 below, toward a health insurance plan offered by the Employer:

(1) Eligible to receive benefits from a Public Employee Retirement Act even if the retiree chooses to defer taking the pension at the time of retirement, and
(2) Have severed their relationship with the City of Saint Paul for reasons other than misconduct.
(3) Employment with Independent School District No. 625 will not be counted toward the service requirement for employees hired after October 1, 1997, toward years of service for retiree health eligibility.
(4) If an employee does not meet the years of service requirements in sections 12.7 through 12.15, but does satisfy the conditions in 12.6 (1), (2), and (3) they may purchase single or family health insurance coverage through the Employer's insurance program. The total cost of such insurance coverage shall be paid by the retiree.

12.7 The definition of full-time, three-quarter time, and half-time shall be as per Section 12.2.

Early Retirees

12.8 This Section applies to employees who:

(1) Retire on or after January 1, 1996, and
(2) Have completed twenty (20) years full-time with the City of Saint Paul, and
(3) Were appointed prior to January 1, 1990, and
(4) Have not attained age sixty-five (65) at retirement, and
(5) Meet the terms set forth in Section 12.6 above, and
(6) Select a health insurance plan offered by the Employer.

Until such employees reach sixty-five (65) years of age, the Employer agrees to 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 contribute the cost for $5,000 life insurance coverage until the retiree attains the age of sixty-five (65).

When such early retiree attains age sixty-five (65), the provisions of Section 12.10 shall apply.

12.9 This Section shall apply to employees who:

(1) Retire on or after January 1, 1996, and have completed twenty (20) years full-time with the City of Saint Paul, and
(2) Were appointed on or after January 1, 1990, and
(3) Have not attained age sixty-five (65) at retirement, and
(4) Meet the conditions of Section 12.6 above, and
(5) Select a health insurance plan offered by the Employer.

Until such employees reach sixty-five (65) years of age, the Employer agrees to 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 contribute the cost for $5,000 life insurance until the retiree attains the age of sixty-five (65).

When such early retiree attains age sixty-five (65), the provisions of Section 12.13 shall apply.

Regular Retirees (Age 65 and over)

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

(1) Retire on or after January 1, 1996, and
(2) Were appointed prior to January 1, 1990, and
(3) Have completed twenty (20) years full-time with the City of Saint Paul, and
(4) Have attained age sixty-five (65) at retirement, and
(5) Meet the conditions of Section 12.6 above, and
(6) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of $500.00 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.

12.11 This Section shall apply to three-quarter time employees who:

(1) Retire on or after January 1, 1996, and
(2) Were appointed prior to January 1, 1990, and
(3) Have completed twenty (20) years with the City of Saint Paul and must have been eligible for benefits and enrolled in the City's medical plan for the five (5) years prior to retirement, and
(4) Have attained age sixty-five (65) at retirement, and
(5) Meet the conditions of Section 12.6 above, and
(6) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of $375.00 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.

12.12 This Section shall apply to half-time employees who:

(1) Retire on or after January 1, 1996, and
(2) Were appointed prior to January 1, 1990, and
(3) Have completed twenty (20) years with the City of Saint Paul and must have been eligible for benefits and enrolled in the City's medical plan for the five (5) years prior to retirement, and
(4) Have attained age sixty-five (65) at retirement, and
(5) Meet the conditions of Section 12.6 above, and
(6) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of $250.00 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.

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

(1) Retire on or after January 1, 1996, and
(2) Were appointed on or after January 1, 1990, and
(3) Have completed twenty (20) years full-time with the City of Saint Paul, and
(4) Have attained age sixty-five (65) at retirement, and
(5) Meet the conditions of Section 12.6 above, and
(6) 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.

12.14 This Section shall apply to three-quarter time employees who:

(1) Retire on or after January 1, 1996, and
(2) Were appointed on or after January 1, 1990, and prior to January 1, 1996, and
(3) Have completed twenty (20) years with the City of Saint Paul and must have been eligible for benefits and enrolled in the City's medical plan for the five (5) years prior to retirement, and
(4) Have attained age sixty-five (65) at retirement, and
(5) Meet the conditions of Section 12.6 above, and
(6) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of $225.00 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.

12.15 This Section shall apply to half-time employees who:

(1) Retire on or after January 1, 1996, and
(2) Were appointed on or after January 1, 1990, and prior to January 1, 1996, and
(3) Have completed twenty (20) years with the City of Saint Paul and must have been eligible for benefits and enrolled in the City's medical plan for the five (5) years prior to retirement, and
(4) Have attained age sixty-five (65) at retirement, and
(5) Meet the conditions of Section 12.6 above, and
(6) Select a health insurance plan offered by the Employer.

The Employer agrees to contribute up to a maximum of $150.00 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.

12.16 In the event of reduction of hours of employment for budgetary reasons during the last twelve (12) months of employment, the eligibility will be determined by the previous forty-eight (48) months before the reduction.

ARTICLE 12 – INSURANCE (Continued)

12.17 Employees who have completed twenty (20) years of full-time service with the City of Saint Paul and reduce to part-time prior to retirement and who are eligible and enrolled in the City's medical plan continuously until retirement shall be eligible for full-time benefits at retirement.

12.18 A retiree's participation in the City's health insurance plan must be continuous. If a retiree chooses not to participate at the time of their retirement or if a retiree discontinues their participation, such retiree will not be eligible for any future participation or for any Employer contribution.

ARTICLE 13 – SENIORITY

13.1 Seniority, for the purpose 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 certification was made.

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

13.3 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 in Article 13.1 above. The Human Resources Department 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 their reduction from the Department. If there are any vacancies in that title in any other City Department, the Human Resources Department shall place the affected employee in such vacancy. If two or more vacant positions are available, the Human Resources Department shall decide which vacant position the affected employee shall fill.

In cases where there are promotional series, including, but not limited to the following promotional series:

Business Analyst I, II, III, Senior Business Analyst;
Civil Engineer I, II, III;
Grants Assistant, Grant Specialist,
City Planner, Senior City Planner, Principal City Planner;
Project Manager, Senior Project Manager, Principal Project Manager;
Landscape Design Trainee, Landscape Design Apprentice, Landscape Architect, Lead Landscape Architect;
Education Specialist, Education Coordinator;
Child Care Enrichment Instructor, Child Care Program Coordinator;

when the number of employees in the higher titles is to be reduced, employees will be offered reductions to the highest title to which class seniority would keep them from being laid off, before layoffs are made by any class title in any Department.

If no vacancy exists in such title, then the least senior employee in the City in such title shall be identified, and if the employee affected by the original Departmental reduction is more senior, they shall have the right to claim that position and the least senior employee in the City, in that title, shall be laid off. For the purpose of this Article, the Independent School District No. 625 is not considered a City Department nor is an Independent School District No. 625 employee considered a City employee.

13.4 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 that they previously held and any unused sick leave.

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

13.6 In the event the Employer believes it is necessary to merge, contract out or sub-contract any public work performed by employees covered by this Agreement which may lead to layoff, the Employer will notify the Association no less than forty-five (45) calendar days in advance. During the forty-five (45) days, the Employer will meet with the Association and discuss possible options to contracting out or ways and means to minimize the elimination of positions.

13.7 Effective **January 1, 2015**, classifications represented by this bargaining unit shall not be subject to promotion rights established by Civil Service Rules 8 and 14.

ARTICLE 14 – WORKING OUT OF CLASSIFICATION

14.1 Employer shall avoid, whenever possible, working an employee in 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 shall receive the rate of pay for the out-of-class assignment in a higher classification not later than the sixteenth (16th) 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.

14.2 **Job Studies/Evaluations (Job Profile).** Whenever possible, the Human Resources Department shall attempt to complete the evaluation within ninety (90) days of receipt of a petition. The evaluation will be considered received by the Human Resources Department when the appropriate supervisor has completed their required analysis and submits the evaluation to the Human Resources Department.

ARTICLE 15 – CITY MILEAGE

15.1 **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.

15.2 **Method of Computation.** To be eligible for such reimbursement, all officers and employees must receive written authorization from the Department Head. Employees shall receive the current IRS mileage reimbursement rate as modified from time to time by the IRS.

15.3 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 the above-mentioned reimbursement plan 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 their own personal car available.

15.4 **Rules and Regulations.** 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 in amounts of at least the minimums required by the state of Minnesota. These rules and regulations, together with the amendment thereto, shall be maintained on file with the City Clerk.

ARTICLE 16 – LICENSING/CERTIFICATION REQUIREMENTS

16.1 The City shall pay or reimburse the employee for all continuing education tuition costs that are required for any employee to maintain their license or registration as mandated in the employee's job description. The minimum qualifications will determine whether the professional license or registration is a mandatory job requirement.

ARTICLE 17 – SAFETY FOOTWEAR/UNIFORMS

17.1 For those employees required by the Employer to wear safety shoes or boots, the Employer agrees to contribute $65.00 per calendar year toward the purchase of such shoes or boots, as an annual cash payment to be placed on the paycheck. Effective **January 1, 2027**, the safety shoes or boot allowance will be $80.00.

17.2 Fire Protection Engineers in the Department of Safety and Inspections who are required to wear a specified uniform shall be reimbursed for uniform items purchased up to $1,306.00 for initial issue and $602.00 per calendar year for maintenance.

17.3 Fire Department employees in the titles of Education Specialist, Education Coordinator, Public Education Officer – Fire, and Fire Protection Engineer, who are required to wear a specified uniform shall be provided an initial issue of $1,306.00, to be placed on a debit

card provided by the City's contracted vendor, to be used towards the purchase of the required uniform. On May 1 of each subsequent year, $602.00 shall be placed on each eligible employee's debit card as a maintenance allowance for the employee's uniform inventory.

17.4 In the event the employer closes a facility due to non-weather-related health and safety concerns/imminent threat of danger, employees who are sent home will be paid for the remainder of their shift.

17.5 Parks and Recreation employees in the titles of: Education Specialist, Education Coordinator-Landscape Architect, Lead Landscape Architect, Landscape Design Associate, Management Assistant, Project Coordinator, Project Manager, Public Information Officer, Volunteer Coordinator, Veterinarian, Accountant, Construction Coordinator, Natural Resource Coordinator shall be provided $50.00 to be used to purchase branded shirt(s) from the approved city vendor. This allowance will be provided annually on June 1 directly to the department's vendor ordering site.

Como Zoo Staff who are required to wear branded clothing will receive $150.00 annual allowance. This allowance will be provided annually on June 1 directly to the department's vendor ordering site.

ARTICLE 18 – DISCIPLINE

18.1 The Employer will discipline employees for just cause only. Discipline will be in the form of:

(1) Oral Reprimand
(2) Written Reprimand
(3) Suspension
(4) Reduction
(5) Discharge

The listing above of 18.1 (1) through 18.1 (5) does not indicate that such forms of discipline must be progressive and in such order for any one employee.

18.2 Suspensions, reductions, and discharges will be in written form.

18.3 Employees and the Association will receive copies of written reprimands and notices of suspension, reduction, and discharge.

18.4 Employees shall have the right to examine all information in their personnel files. Files may be examined at reasonable times under supervision of the Employer.

18.5 Discharges will be preceded by a five (5) working day preliminary suspension without pay. During said period, the employee and/or Association may request and shall be entitled to a meeting with the Employer representative who initiated the suspension with

intent to discharge. During said five (5) working day period, the Employer may affirm, modify, or withdraw the suspension and discharge.

18.6 An employee to be questioned concerning an investigation of disciplinary action shall have the right to request that an Association representative be present.

18.7 Only Written Reprimands, Suspensions, Reductions, and Discharges shall be grievable under the terms of Article 19 - 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.

ARTICLE 19 – GRIEVANCE PROCEDURE

19.1 The Employer shall recognize stewards selected in accordance with the Association rules and regulations as the grievance representative of the Bargaining Unit. The Association shall notify the Employer, in writing, of the names of the stewards and of their successors, when so named.

19.2 It is recognized and accepted by the Employer and the Association 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 working hours, only when consistent with such employee duties and responsibilities. The steward involved and a grieving employee shall suffer no loss in pay when a grievance is processed during working hours, provided the steward and the employee have notified and received the approval of their supervisor to be absent to process a grievance and that such absence would not be detrimental to the work programs of the Employer.

19.3 **Definition of a Grievance.** A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of the Agreement.

It is specifically understood that any matters governed by or excluded by the Civil Service Rules or statutory provisions shall not be considered grievances and subject to the grievance procedure hereinafter set forth. However, disciplinary actions (excluding reprimands) may be appealed to either the Civil Service Commission or to an arbitrator. If disciplinary action is grieved under the terms of this Contract, the Association's step 2 written grievance must state whether the grievance, if still unresolved after step 3, will be appealed to the Civil Service Commission or to an arbitrator.

Nothing in this article precludes employees from pursuing whatever recourse they may have under the terms of the Veteran's Preference Act.

19.4 A grievance shall be resolved in conformance with the following procedures:

Step 1 Upon the occurrence of an alleged violation of this Agreement, the employee involved shall attempt, with or without the steward, to resolve the matter on an informal basis with the employee's supervisor. If the matter is not resolved to the employee's satisfaction by the informal

discussion, the Association may refer the grievance to Step 2 by sending a written grievance to the Employer designated representative and a copy to the Office of Labor Relations. The written grievance shall set forth the nature of the grievance, the facts on which it is based, the specific sections of the Agreement alleged to be violated and the relief requested.

The Association shall refer the grievance to Step 2 within fourteen (14) work days of an alleged violation giving rise to such grievance, or the grievance shall be considered waived.

Step 2 The Employer designated representative shall, within seven (7) work days following receipt of the grievance, meet with the Association steward and attempt to resolve the grievance. The Association may refer the grievance to the Office of Labor Relations for Step 3 under the following conditions:

a) Seven (7) work days have passed since the Employer received the written grievance and no meeting has occurred; or
b) Seven (7) work days have passed since the meeting and the Employer has not responded; or
c) The Employer has responded and the issue remains unresolved.

Any grievance not referred to Step 3 within fourteen (14) work days of the existence of any of the above three conditions shall be considered waived.

Step 3 A representative from the Office of Labor Relations shall, within seven (7) work days following receipt of a Step 3 grievance, meet with the Association's representative and the grievant and shall attempt to resolve the issue. The Association may request arbitration of the grievance to Step 4 if any of the above conditions (a, b, or c) exist following the referral of the grievance to Step 3. If within fourteen (14) work days of the occurrence of the above listed conditions (a, b, or c), the Association has failed to give written notice to the Office of Labor Relations of the Association's intent to refer the grievance to Step 4, the grievance shall be considered waived.

Optional Mediation Step

1. If the grievance has not been satisfactorily resolved at Step 3, either the Association 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 outcome. 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 4 If the grievance remains unresolved at Step 3, the parties may arbitrate the grievance. The arbitration proceedings shall be conducted by an arbitrator to be selected by mutual agreement of the Employer and the Association within seven (7) work days after notice has been given. If the parties fail to mutually agree upon an arbitrator within the said seven (7) day period, either party may request the Bureau of Mediation Services to submit a panel of seven (7) arbitrators. Any grievance referred to arbitration but not scheduled within ninety (90) calendar days of the referral shall be considered waived. This timeline only applies to scheduling the arbitration hearing, not when the arbitration hearing occurs.

Both the Employer and the Association shall have the right to strike three (3) names from the panel. The parties shall flip a coin to determine which party strikes the first name. The process of striking names will be repeated and the remaining person shall be the arbitrator.
At any time prior to the opening of an arbitration hearing, the parties may mutually agree to utilize the assistance of the Bureau of Mediation Services to attempt to mediate a resolution of the dispute.

19.5 The time limits established in each step of the procedure may be extended by mutual agreement of the Employer and the Association.

19.6 The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the specific issue submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall be without

power to make decisions contrary to or inconsistent with or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law.

The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented. The decision of the arbitrator shall be final and binding on the Employer, the Association, and the employees.

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

ARTICLE 20 – LEGAL SERVICES

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

20.2 Notwithstanding Article 20.1, 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.

ARTICLE 21 – NO STRIKE, NO LOCKOUT

21.1 The Association and the Employer agree that there shall be no lockouts, strikes, work stoppages, slow-downs, sit-downs, stay-ins, or other concerted interference with the Employer's business or affairs by any of said Association and/or members thereof, and there shall be no bannering during existence of this Agreement without first using all possible means of peaceful settlement of any controversy which may arise. Employees engaging in same shall be liable for disciplinary action.

ARTICLE 22 – SEVERANCE PAY

22.1 The Employer shall provide the severance pay plan as set forth in this Article.

Eligibility Requirements

22.2 To be eligible for the severance pay plan, an employee must be voluntarily separated from City employment or have been subject to separation by lay-off and have exhausted their reinstatement rights, or compulsory retirement. Those employees who are

discharged for cause, misconduct, inefficiency, incompetency, or any other disciplinary reason are not eligible for the severance pay plan.

22.3 If an employee requests severance pay and if the employee meets the eligibility requirements set forth above in 22.1 and 22.2, they will be granted severance pay in an amount equal to a maximum as shown below based on the number of sick leave credits accumulated and minimum years of service:

with 10 years of service and accrued hours of sick leave of:	severance pay amount:
600	$6,000
700	$7,000
800	$8,000
900	$9,000
1,000	$10,000
1,100	$11,000
1,200	$12,000
1,300	$13,000
1,400	$14,000
1,500	$15,000
1,600	$16,000
1,700	$17,000

22.4 For the purpose of this severance program, an employee who voluntarily separates from employment with the City of Saint Paul for employment with Independent School District No. 625 shall be eligible for severance pay if the employee meets the eligibility requirements set forth above.

22.5 For the purpose of this Article, for those employees hired by the City before October 1, 1997, employment in either the City or in the Independent School District No. 625 may be used in meeting the years of service requirement in Article 22.3. Employees hired by the City on or after October 1, 1997, may not use employment in the Independent School District No. 625 in meeting the years of service requirement in Article 22.3.

22.6 This severance pay program shall be subject to and governed by the provisions of City Ordinance No. 16303 except in those cases where the specific provisions of this Article conflict with said ordinance, and in such cases, the provisions of this Article shall control.

22.7 For the purpose of this severance pay plan, the death of an employee shall be considered as separation of employment and if the employee would have met all of the requirements set forth above (at the time of their death), payment of the severance pay shall be made to the employee's spouse or estate.

ARTICLE 22 – SEVERANCE PAY (Continued)

22.8 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).

22.9 Effective **January 1, 2022**, employees who intend to voluntarily leave City employment must provide two weeks' notice of their intent to leave employment to be eligible for severance under this Article.

ARTICLE 23 – SAVINGS CLAUSE

23.1 This Agreement is subject to the laws of the United States and the State of Minnesota. In the event any provisions 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.

ARTICLE 24 – DEFERRED COMPENSATION

24.1 Employees with at least one (1) year of service will be eligible for a $900 per year Deferred Compensation match by the Employer subject to the criteria listed below.
Effective **January 1, 2027,** this amount will be increased to $1100 per year.
Effective **January 1, 2028,** this amount will be increased to $1200 per year.

24.2 Eligibility and Implementation:

(1) Employees may begin contributing to Deferred Compensation at the time they begin employment within the City.

(2) For initial Employer match, employees must have been employed by the City for 12 consecutive months.

(3) Employees must be on the payroll as of the date of deferred compensation match, After the twelve (12) consecutive month requirement above is completed, the employer match will be made on a dollar-for-dollar match up to the amount allowed in Article 24.1 above.

(4) If an employee takes a leave of absence to serve as a full-time union official, time served in such capacity, up to six (6) years, will be counted toward the years of service requirement.

ARTICLE 25 – DURATION AND EFFECTIVE DATE

25.1 Except as herein provided, this Agreement shall be effective as of January 1, 2026, and shall continue in full force and effect through December 31, 2028, 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, Minnesota Statute CH. 179A, as it may be amended from time to time.

25.2 This constitutes a tentative agreement between the parties which will be recommended by the Labor Relations Manager but is subject to the approval of the Administration of the City, the City Council, and is also subject to ratification by the Association.

WITNESSES:

CITY OF SAINT PAUL

Jason Schmidt
Jason Schmidt (Jun 23, 2026 12:07:25 CDT) Jun 23, 2026

Jason Schmidt Date
Deputy Director Human Resources

Christy Harriman (Jun 23, 2026 12:05:25 CDT) Jun 23, 2026

Christy Harriman Date
Labor Relations Specialist

PROFESSIONAL EMPLOYEES ASSOCIATION

Sara Nurmela Jun 23, 2026

Sara Nurmela Date
President

Mike Wilde
Mike Wilde (Jun 23, 2026 12:04:13 CDT) Jun 23, 2026

Mike Wilde Date
Legal Counsel

APPENDIX A

GRADE 001

920310 CHILD CARE ENRICHMENT INSTRUCT

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	25.69	26.92	28.27	29.76	31.16	32.13	33.83	36.87
01/01/2027	26.46	27.73	29.12	30.65	32.09	33.09	34.84	37.98
01/01/2028	27.39	28.70	30.14	31.72	33.21	34.25	36.06	39.31

GRADE 002

410000 DESIGN ASSOCIATE/CIVIL ENGINEER TRAINEE
400100 LANDSCAPE DESIGN TRAINEE

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	26.45	27.75	29.16	30.60	32.13	33.11	34.88	38.02
01/01/2027	27.24	28.58	30.03	31.52	33.09	34.10	35.93	39.16
01/01/2028	28.19	29.58	31.08	32.62	34.25	35.29	37.19	40.54

GRADE 003

920320 CHILD CARE PROGRAM COORDINATOR
900010 EDUCATION SPECIALIST
150001 LAW CLERK
150110 LEGAL ASSISTANT I
950110 *LIBRARY SPECIALIST
150310 VICTIM WITNESS ASSISTANT (U)

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	27.21	28.61	29.99	31.57	33.11	34.11	35.86	39.09
01/01/2027	28.03	29.47	30.89	32.52	34.10	35.13	36.94	40.26
01/01/2028	29.01	30.50	31.97	33.66	35.29	36.36	38.23	41.67

GRADE 004

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	28.05	29.42	30.93	32.51	34.11	35.08	36.98	40.31
01/01/2027	28.89	30.30	31.86	33.49	35.13	36.13	38.09	41.52
01/01/2028	29.90	31.36	32.98	34.66	36.36	37.39	39.42	42.97

APPENDIX A (Continued)

GRADE 005

900011 EDUCATION COORDINATOR
110010 MANAGEMENT ASSISTANT I
110101 VOLUNTEER COORDINATOR

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	28.87	30.36	31.87	33.45	35.08	36.13	38.02	41.44
01/02/2027	29.74	31.27	32.83	34.45	36.13	37.21	39.16	42.68
01/01/2028	30.78	32.36	33.98	35.66	37.39	38.51	40.53	44.18

GRADE 006

210110 GRAPHIC ARTIST I

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	29.79	31.26	32.86	34.47	36.13	37.27	39.14	42.66
01/01/2027	30.68	32.20	33.85	35.50	37.21	38.39	40.31	43.94
01/01/2028	31.75	33.33	35.03	36.74	38.51	39.73	41.72	45.47

GRADE 007

300110 ACCOUNTANT I
340010 BUYER I
120110 HUMAN RESOURCES CONSULTANT I
950201 LIBRARY VOLUNTEER COORDINATOR
160010 PUBLIC INFORMATION SPECIALIST I
160110 RESEARCH ANALYST I

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	30.69	32.15	33.81	35.52	37.27	38.39	40.35	43.98
01/01/2027	31.61	33.11	34.82	36.59	38.39	39.54	41.56	45.30
01/01/2028	32.72	34.27	36.04	37.87	39.73	40.92	43.01	46.88

GRADE 008

130110 BUSINESS ASSISTANCE SPECIALIST
130111 COMPLIANCE SPECIALIST
400020 DESIGN ASSOCIATE I
130310 LABOR STANDARDS INVESTIGATOR I
950040 LIBRARIAN I
900101 PROJECT MANAGER PARKS & REC
700510 RECYCLYING PROGRAMS SPECIALIST

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	31.61	33.19	34.77	36.57	38.39	39.54	41.54	45.28
01/01/2027	32.56	34.19	35.81	37.67	39.54	40.73	42.79	46.64
01/02/2028	33.70	35.39	37.06	38.99	40.92	42.16	44.29	48.28

GRADE 009

320040 BUSINESS ANALYST I
520010 CRIMINALIST I
520110 FORENSIC SCIENTIST I
310010 GRANTS ASSISTANT
210111 GRAPHIC ARTIST II
400110 LANDSCAPE DESIGN APPRENTICE
150111 LEGAL ASSISTANT II
950701 LIBRARY COMMUNITY SERVICES COORD
150320 LIFE COACH CASE WORKER
110011 MANAGEMENT ASSISTANT II
150311 VICTIM WITNESS COORDINATOR
530030 WATER QUALITY SPECIALIST I

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	32.53	34.13	35.86	37.66	39.54	40.69	42.78	46.63
01/01/2027	33.51	35.15	36.94	38.79	40.73	41.91	44.06	48.03
01/01/2028	34.68	36.38	38.23	40.15	42.16	43.38	45.60	49.70

GRADE 010

720020 CITY PLANNER
510010 HEALTH & FITNESS SPECIALIST
720040 HISTORIC PRESERVATION PLANNER
950301 LIBRARY TRAINING & ORG DEV COORD
113B NUTRITIONIST I - COMMUNITY EDUCATION (Inactivated 1/4/2007)
360020 PROJECT MANAGER
160111 RESEARCH ANALYST II
800210 URBAN FORESTER

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	33.45	35.13	36.90	38.76	40.69	41.92	44.06	48.03
01/01/2027	34.45	36.18	38.01	39.92	41.91	43.18	45.38	49.46
01/01/2028	35.66	37.45	39.34	41.32	43.38	44.69	46.97	51.20

APPENDIX A (Continued)

GRADE 011

300111 ACCOUNTANT II
340011 BUYER II
410010 CIVIL ENGINEER I
410110 CIVIL ENGINEER I – SPRWS
160060 COMMUNITY ENGAGEMENT SPECIALIST
630401 CRIME PREVENTION COORDINATOR
600010 EMERGENCY MANAGEMENT SPECIALIST
700210 ENVIRONMENTAL HEALTH SPECIALIST I (Inactivated 08/06/2016)
120111 HUMAN RESOURCES CONSULTANT II
150321 LEAD LIFE COACH CASE WORKER
800020 NATURAL RESOURCES COORDINATOR

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	34.52	36.23	38.04	39.95	41.92	43.08	45.40	49.49
01/01/2027	35.56	37.32	39.18	41.15	43.18	44.37	46.76	50.97
01/01/2028	36.80	38.63	40.55	42.59	44.69	45.92	48.40	52.76

GRADE 012

130022 ACCESSIBILITY COORDINATOR
130112 COMPLIANCE COORDINATOR
130040 HUMAN RIGHTS INVESTIGATOR I
130020 HUMAN RIGHTS SPECIALIST (Inactivated 11/11/2023)
130021 HUMAN RIGHTS SPECIALIST – BILINGUAL (Inactivated 11/11/2023)
130311 LABOR STANDARDS INVESTIGATOR II
383 RECREATION DIRECTOR II (Inactivated 4/5/2014)
850112 VIDEO PRODUCTION SPECIALIST

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	35.55	37.30	39.16	41.13	43.18	44.52	46.74	50.95
01/01/2027	36.62	38.42	40.33	42.36	44.48	45.86	48.14	52.47
01/01/2028	37.90	39.76	41.74	43.84	46.04	47.47	49.82	54.30

GRADE 12T

140410 IS SYSTEMS CONSULTANT I

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
04/01/2026	35.55	36.41	37.30	38.23	39.16	40.61	41.99	43.04
01/01/2027	36.62	37.50	38.42	39.38	40.33	41.83	43.25	44.33
01/01/2028	37.90	38.81	39.76	40.76	41.74	43.29	44.76	45.88

	(9)	(10)	(11)	(12)	(13)	(14)	(15)	**Perf Zone**
04/01/2026	44.10	45.20	46.31	47.46	48.62	50.05	52.52	57.25
01/01/2027	45.42	46.56	47.70	48.88	50.08	51.55	54.10	58.97
01/01/2028	47.01	48.19	49.37	50.59	51.83	53.35	55.99	61.03

GRADE 013

320041	BUSINESS ANALYST II
400021	DESIGN ASSOCIATE II
150312	LEAD VICTIM WITNESS COORDINATOR (U)
150112	LEGAL ASSISTANT III
110012	MANAGEMENT ASSISTANT III
850120	MEDIA SERVICES COORDINATOR
821	NUTRITIONIST II (Inactivated 1/4/2007)
974	OCCUPATIONAL SAFETY & HLTH ANALYST (Inactivated 03/05/2007)
130401	POLICE-CIVILIAN INTERNAL AFFAIRS REVIEW COMMISSION (PCIARC) COORDINATOR
160011	PUBLIC INFORMATION SPECIALIST II
909	SENIOR EMPLOYMENT & TRAINING PLNR (Inactivated 03/05/2007)
530031	WATER QUALITY SPECIALIST II

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	36.63	38.45	40.30	42.35	44.52	45.82	48.06	52.39
01/01/2027	37.73	39.60	41.51	43.62	45.86	47.19	49.50	53.96
01/01/2028	39.05	40.99	42.96	45.15	47.47	48.84	51.23	55.84

GRADE 014

950410	DIGITAL SERVICES COORDINATOR
310011	GRANTS SPECIALIST
720041	HISTORIC PRESERVATION SR PLANNER
950041	LIBRARIAN II
160112	RESEARCH ANALYST III
510110	SAFETY OFFICER
720021	SENIOR CITY PLANNER
950601	YOUTH SERVICES COORDINATOR

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	37.68	39.56	41.58	43.61	45.82	47.16	49.54	54.00
01/01/2027	38.81	40.75	42.83	44.92	47.19	48.57	51.03	55.62
01/01/2028	40.17	42.18	44.33	46.49	48.84	50.27	52.82	57.57

GRADE 015

300112	ACCOUNTANT III
340012	BUYER III
410011	CIVIL ENGINEER II
410111	CIVIL ENGINEER II - SPRWS
520011	CRIMINALIST II
700211	ENVIRONMENTAL HEALTH SPECIALIST II
623A	FLEET SERVICES COORDINATOR (Inactivated 1/9/2007)
229B	HEALTH EDUCATION-ADMIN ASST (Inactivated 1/4/2007)
310101	HISTORIC PRESERVATION SPECIALIST~S~
120112	HUMAN RESOURCES CONSULTANT III
160040	INTELLIGENCE ANALYST – OPERATIONS
373B	INTERIOR DESIGNER (Inactivated 6/2/2011)
400111	LANDSCAPE ARCHITECT

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	38.82	40.73	42.80	44.92	47.16	48.62	51.06	55.66
01/01/2027	39.98	41.95	44.08	46.27	48.57	50.08	52.59	57.32
01/01/2028	41.38	43.42	45.62	47.89	50.27	51.83	54.43	59.33

GRADE 016

110701	ADMINISTRATIVE ASSISTANT (U)
130201	ADMIN ASST DEPT OF HREEO
900301	ARTS & GARDENING PROGRAM COORD
320042	BUSINESS ANALYST III
520111	FORENSIC SCIENTIST II
140520	GIS ANALYST
540210	*HEALTH EDUCATOR II
130041	HUMAN RIGHTS INVESTIGATOR II
130312	LABOR STANDARDS INVESTIGATOR III
204A	MANAGEMENT ANALYST (Inactivated 12/19/2006)
110013	MANAGEMENT ASSISTANT IV
510020	PHYSICAL FITNESS COORDINATOR
110601	PROGRAM COORDINATOR
130113	SENIOR COMPLIANCE COORDINATOR
360021	SENIOR PROJECT MANAGER

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	39.97	41.99	44.10	46.31	48.62	50.05	52.52	57.25
01/01/2027	41.17	43.25	45.42	47.70	50.08	51.55	54.10	58.97
01/01/2028	42.61	44.76	47.01	49.37	51.83	53.35	55.99	61.03

GRADE 017

110501 ADMIN/LEGISLATIVE ASST-PED
600020 EMERGENCY MANAGEMENT COORD
517A PHYSICIAN ASSISTANT (Inactivated 1/4/2007)
620001 PUBLIC EDUCATION OFFICER - FIRE

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	41.21	43.22	45.37	47.66	50.05	51.58	54.16	59.03
01/01/2027	42.45	44.52	46.73	49.09	51.55	53.13	55.78	60.80
01/01/2028	43.94	46.08	48.37	50.81	53.35	54.99	57.73	62.93

GRADE 018

340013 BUYER IV
400230 CONSTRUCTION COORDINATOR
700212 ENVIRONMENTAL HEALTH SPEC III (Inactivated 08/06/2016)
510030 HEALTH AND WELLNESS COORDINATOR
111901 PARKING MANAGER
320043 SENIOR BUSINESS ANALYST
530032 WATER QUALITY SPECIALIST III

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	42.42	44.57	46.76	49.15	51.58	53.17	55.71	60.72
01/01/2027	43.69	45.91	48.16	50.62	53.13	54.77	57.38	62.54
01/01/2028	45.22	47.52	49.85	52.39	54.99	56.69	59.39	64.74

GRADE 019

160041 INTELLIGENCE ANALYST – STRATEGIC
700301 SUSTAINABILITY COORDINATOR
530301 WATER RESOURCE COORDINATOR

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	43.65	45.88	48.17	50.58	53.17	54.65	57.39	62.56
01/01/2027	44.96	47.26	49.62	52.10	54.77	56.29	59.11	64.43
01/01/2028	46.53	48.91	51.36	53.92	56.69	58.26	61.18	66.69

GRADE 020

400030 ARCHITECT
410012 CIVIL ENGINEER III
410112 CIVL ENGINEER III - SPRWS
117A ECONOMIC PLANNER (Inactivated 4/16/2007)
740020 FIRE PROTECTION ENGINEER
520112 FORENSIC SCIENTIST III – QAULITY ASSURANCE SPECIALIST
310020 GRANTS MANAGER (Inactivated 01/29/2022)
540220 *HEALTH INFORMATION ADMINISTRATOR
400112 LEAD LANDSCAPE ARCHITECT
720022 PRINCIPAL CITY PLANNER
160113 RESEARCH ANALYST IV
410201 STRUCTURAL ENGINEER
940040 VETERINARIAN

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	45.02	47.27	49.64	52.11	54.70	56.32	59.11	64.43
01/01/2027	46.37	48.69	51.13	53.67	56.34	58.01	60.88	66.36
01/01/2028	47.99	50.39	52.92	55.55	58.31	60.04	63.01	68.68

GRADE 20T

140411 IS SYSTEMS CONSULTANT II

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
04/01/2026	45.02	46.15	47.27	48.45	49.64	50.87	52.11	53.40
01/01/2027	46.37	47.53	48.69	49.90	51.13	52.40	53.67	55.00
01/01/2028	47.99	49.19	50.39	51.65	52.92	54.23	55.55	56.93

	(9)	(10)	(11)	**Perf Zone**
04/01/2026	54.70	56.32	59.11	64.43
01/01/2027	56.34	58.01	60.88	66.36
01/01/2028	58.31	60.04	63.01	68.68

GRADE 021

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	46.35	48.66	51.12	53.71	56.32	58.01	60.87	66.35
01/01/2027	47.74	50.12	52.65	55.32	58.01	59.75	62.70	68.34
01/01/2028	49.41	51.87	54.49	57.26	60.04	61.84	64.89	70.73

GRADE 022

140501 GIS SYSTEMS DEVELOPER
360022 PRINCIPAL PROJECT MANAGER
110901 PROJECT MANAGER IV- PUBLIC WKS
111001 PROJECT MANAGER IV

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	47.72	50.14	52.67	55.29	58.01	59.78	62.67	68.31
01/01/2027	49.15	51.64	54.25	56.95	59.75	61.57	64.55	70.36
01/01/2028	50.87	53.45	56.15	58.94	61.84	63.72	66.81	72.82

GRADE 22T

140114 IS INFO/TECH ANALYST V
140412 IS SYSTEMS CONSULTANT III

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
04/01/2026	47.72	49.41	50.14	51.40	52.63	53.97	55.29	56.66
01/01/2027	49.15	50.89	51.64	52.94	54.21	55.59	56.95	58.36
01/01/2028	50.87	52.67	53.45	54.79	56.11	57.54	58.94	60.40

	(9)	(10)	(11)	**Perf Zone**
04/01/2026	58.01	59.78	62.67	68.31
01/01/2027	59.75	61.57	64.55	70.36
01/01/2028	61.84	63.72	66.81	72.82

GRADE 023

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	49.23	51.64	54.18	56.96	59.78	61.58	64.56	70.37
01/01/2027	50.71	53.19	55.81	58.67	61.57	63.43	66.50	72.49
01/01/2028	52.48	55.05	57.76	60.72	63.72	65.65	68.83	75.02

GRADE 024

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	50.63	53.21	55.85	58.62	61.58	63.40	66.45	72.43
01/01/2027	52.15	54.81	57.53	60.38	63.43	65.30	68.44	74.60
01/01/2028	53.98	56.73	59.54	62.49	65.65	67.59	70.84	77.22

GRADE 24T

140115 IS INFO/TECH ANALYST VI

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
04/01/2026	50.63	51.92	53.21	54.51	55.85	57.23	58.62	60.13
01/01/2027	52.15	53.48	54.81	56.15	57.53	58.95	60.38	61.93
01/01/2028	53.98	55.35	56.73	58.12	59.54	61.01	62.49	64.10

	(9)	(10)	(11)	**Perf Zone**
04/01/2026	61.58	63.40	66.45	72.43
01/01/2027	63.43	65.30	68.44	74.60
01/01/2028	65.65	67.59	70.84	77.22

GRADE 025

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	52.19	54.78	57.50	60.39	63.40	65.33	68.44	74.60
01/01/2027	53.76	56.42	59.23	62.20	65.30	67.29	70.49	76.83
01/01/208	55.64	58.39	61.30	64.38	67.59	69.65	72.96	79.53

GRADE 026

360301 BUSINESS OUTREACH COORDINATOR
320210 DEBT ADMINISTRATOR

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	53.78	56.36	59.27	62.21	65.33	67.27	70.46	76.80
01/01/2027	55.39	58.05	61.05	64.08	67.29	69.29	72.57	79.10
01/01/2028	57.33	60.08	63.19	66.32	69.65	71.72	75.11	81.87

GRADE 027

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	55.35	58.11	61.01	64.07	67.27	69.29	72.59	79.12
01/01/2027	57.01	59.85	62.84	65.99	69.29	71.37	74.77	81.50
01/01/2028	59.01	61.94	65.04	68.30	71.72	73.87	77.39	84.36

GRADE 028

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	57.01	59.86	62.89	65.95	69.29	71.39	74.78	81.51
01/01/2027	58.72	61.66	64.78	67.93	71.37	73.53	77.02	83.95
01/01/2028	60.78	63.82	67.05	70.31	73.87	76.10	79.72	86.89

APPENDIX A (Continued)

GRADE 029

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	58.74	61.65	64.71	67.98	71.39	73.51	77.00	83.93
01/01/2027	60.50	63.50	66.65	70.02	73.53	75.72	79.31	86.45
01/01/2028	62.62	65.72	68.98	72.47	76.10	78.37	82.09	89.48

GRADE 030

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	60.50	63.50	66.65	70.04	73.51	75.65	79.33	86.47
01/01/2027	62.32	65.41	68.65	72.14	75.72	77.92	81.71	89.06
01/01/2028	64.50	67.70	71.05	74.66	78.37	80.65	84.57	92.18

GRADE 031

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	62.33	65.42	68.71	72.10	75.71	77.99	81.66	89.01
01/01/2027	64.20	67.38	70.77	74.26	77.98	80.33	84.11	91.68
01/01/2028	66.45	69.74	73.25	76.86	80.71	83.14	87.05	94.88

GRADE 032

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	64.14	67.42	70.74	74.29	77.99	80.33	84.07	91.64
01/01/2027	66.06	69.44	72.86	76.52	80.33	82.74	86.59	94.38
01/01/2028	68.37	71.87	75.41	79.20	83.14	85.64	89.62	97.69

GRADE 033

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	66.04	69.40	72.87	76.54	80.33	82.75	86.62	94.42
01/01/2027	68.02	71.48	75.06	78.84	82.74	85.23	89.22	97.25
01/01/2028	70.40	73.98	77.69	81.60	85.64	88.21	92.34	100.65

GRADE 034

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	68.05	71.50	75.09	78.82	82.75	85.20	89.25	97.28
01/01/2027	70.09	73.65	77.34	81.18	85.23	87.76	91.93	100.20
01/01/2028	72.54	76.23	80.05	84.02	88.21	90.83	95.15	103.71

GRADE 035

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	Perf Zone
04/01/2026	70.12	73.67	77.31	81.14	85.20	87.82	91.88	100.15
01/01/2027	72.22	75.88	79.63	83.57	87.76	90.45	94.64	103.16
01/01/2028	74.75	78.54	82.42	86.49	90.83	93.62	97.95	106.77

APPENDIX A (Continued)

GRADE 036

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	72.20	75.82	79.64	83.63	87.80	90.42	94.63	103.15
01/01/2027	74.37	78.09	82.03	86.14	90.43	93.13	97.47	106.24
01/01/2028	76.97	80.82	84.90	89.15	93.60	96.39	100.88	109.96

GRADE 037

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	74.38	78.07	81.97	86.11	90.42	93.10	97.45	106.22
01/01/2027	76.61	80.41	84.43	88.69	93.13	95.89	100.37	109.40
01/01/2028	79.29	83.22	87.39	91.79	96.39	99.25	103.88	113.23

GRADE 038

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	76.61	80.45	84.47	88.69	93.10	95.95	100.35	109.38
01/01/2027	78.91	82.86	87.00	91.35	95.89	98.83	103.36	112.66
01/01/2028	81.67	85.76	90.05	94.55	99.25	102.29	106.98	116.61

GRADE 039

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	78.91	82.85	87.00	91.39	95.95	98.77	103.36	112.66
01/01/2027	81.28	85.34	89.61	94.13	98.83	101.73	106.46	116.04
01/01/2028	84.12	88.33	92.75	97.42	102.29	105.29	110.19	120.11

GRADE 040

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	81.31	85.37	89.63	94.05	98.81	101.95	106.47	116.05
01/01/2027	83.75	87.93	92.32	96.87	101.77	105.01	109.66	119.53
01/01/2028	86.68	91.01	95.55	100.26	105.33	108.69	113.50	123.72

GRADE 041

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	83.71	87.91	92.30	96.90	101.74	104.99	109.62	119.49
01/01/2027	86.22	90.55	95.07	99.81	104.79	108.14	112.91	123.07
01/01/2028	89.24	93.72	98.40	103.30	108.46	111.92	116.86	127.38

GRADE 042

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	86.22	90.51	95.04	99.76	104.78	108.11	112.92	123.08
01/01/2027	88.81	93.23	97.89	102.75	107.92	111.35	116.31	126.78
01/01/2028	91.92	96.49	101.32	106.35	111.70	115.25	120.38	131.21

GRADE 043

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	88.79	93.24	97.89	102.80	107.94	111.35	116.49	126.97
01/01/2027	91.45	96.04	100.83	105.88	111.18	114.69	119.98	130.78
01/01/2028	94.65	99.40	104.36	109.59	115.07	118.70	124.18	135.36

GRADE 044

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	91.46	96.06	100.89	105.95	111.18	114.73	119.79	130.57
01/01/2027	94.20	98.94	103.92	109.13	114.52	118.17	123.38	134.48
01/01/2028	97.50	102.40	107.56	112.95	118.53	122.31	127.70	139.19

GRADE 045

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	**Perf Zone**
04/01/2026	94.22	98.89	103.87	109.04	114.51	118.13	123.35	134.45
01/01/2027	97.05	101.86	106.99	112.31	117.95	121.67	127.05	138.48
01/01/2028	100.45	105.43	110.73	116.24	122.08	125.93	131.50	143.34

The parties have attempted to include all Memorandums in Appendix C effective during part or all of this contract. If an existing Memorandum was not included, it should not be construed as nullifying or canceling the Memorandum.

APPENDIX B – PERFORMANCE-BASED COMPENSATION PLAN

1. **Purpose.** The purpose of the Performance-Based Compensation Plan (the "Plan") is to provide a financial incentive for employees who have reached the top of their pay schedule to remain with the City of Saint Paul and to perform at their highest possible level.

2. **Eligibility.** An employee who has completed 2080 hours in paid status at the top step of the wage schedule for their job classification is eligible for compensation under the Plan based upon an overall performance evaluation of satisfactory or higher. Once initially eligible, an employee will continue to be eligible for additional merit-based compensation under the Plan after each succeeding period of 2080 hours in paid status. The anniversary of completing 2080 hours in paid status shall be considered the employee's "Eligibility Date."

3. **Compensation.** Based on their performance evaluation, employees may earn an increase in their base pay of 1%, 2% or 3% provided they receive an overall rating of satisfactory or higher on their performance evaluation. The amount of any such increase shall be determined based upon the employee's performance relative to established performance criteria. However, an employee's base salary shall not be increased above the salary range maximum for their job classification. If the merit increase would result in an increase above the salary range maximum, the employee's base salary will be adjusted to the range maximum and fifty percent (50%) of the balance of the increase will be paid to the employee in a lump sum. Similarly, if an employee is at the maximum of their salary range, they shall be paid a lump sum equal to fifty percent (50%) of the value of the increase that would have been payable but for being at the maximum of their salary range.

4. **Performance Evaluations and Criteria.** The Employer retains the inherent managerial right to determine the evaluation process and the criteria for performance-based increases but will meet and confer with the Organization at the request of the Organization or if the Employer proposes material changes to the process and/or criteria. The employer will make efforts to establish objective and measurable performance criteria. The Employer commits to establishing a process that provides equitable opportunities for all eligible employees to earn performance compensation based on merit and without regard to budgetary considerations. When an eligible employee's performance is such that there are concerns as to whether the employee will be eligible for any merit-based compensation, the employer should, if possible, attempt to give the employee notice of the performance deficiencies. The parties recognize that regardless of such notice, the employee's performance review is based on the totality of the employee's performance during the evaluation period.

5. **Effective Date of Compensation.** If a performance evaluation is not completed on or before the Eligibility Date, any applicable merit adjustments and/or lump sum payments shall be effective as of the first day of the first full pay period following the employee's Eligibility Date.

6. **Merit Compensation Decisions Not Grievable.** The judgment of the employee's supervisor regarding the employee's performance shall not be subject to the grievance procedure of this agreement nor shall it be subject to arbitration. However, the employee may request a meeting with their supervisor and their Department Head (or their designee – someone other than the employee's direct supervisor) for the purpose of reviewing the employee's performance evaluation. The Department Head (or their designee) shall have the final authority to determine the employee's merit-based compensation, if any.

APPENDIX B – PERFORMANCE-BASED COMPENSATION PLAN (Continued)

Effective **January 1, 2027**, the following provisions apply to new goal-setting for the Performance-Based Compensation Plan.

1. **Purpose.** The purpose of the Performance-Based Compensation Plan (the "Plan") is to provide a financial incentive for employees who have reached the top of their pay schedule to remain with the City of Saint Paul and to perform at their highest possible level for the responsibilities of the position.

2. **Eligibility.** When an employee reaches the top step in their grade, they establish goals/job duties for the next twelve (12) months. An employee who has completed 2080 hours in paid status at the top step of the wage schedule for their job classification is eligible for compensation under the Plan based upon an overall performance evaluation of satisfactory or higher. Once initially eligible, an employee will continue to be eligible for additional merit-based compensation under the Plan after each succeeding period of 2080 hours in paid status. The anniversary of completing 2080 hours in paid status shall be considered the employee's "Eligibility Date." For employees in the following grades: 12T, 20T, 22T and 24T, they need to complete 1040 hours in paid status at the top step to be eligible for compensation under the Plan based upon overall performance evaluation of satisfactory.

3. **Compensation.** Based on their performance evaluation, employees may earn an increase in their base pay of 1%, 2% or 3% provided they receive an overall rating of satisfactory or higher on their performance evaluation. The amount of any such increase shall be determined based upon the employee's satisfactory performance relative to established performance criteria. However, an employee's base salary shall not be increased above the salary range maximum for their job classification. If the merit increase would result in an increase above the salary range maximum, the employee's base salary will be adjusted to the range maximum and fifty percent (50%) of the balance of the increase will be paid to the employee in a lump sum. Similarly, if an employee is at the maximum of their salary range, they shall be paid a lump sum equal to fifty percent (50%) of the value of the increase that would have been payable but for being at the maximum of their salary range.

4. **Performance Evaluations and Criteria**. The Employer retains the inherent managerial right to determine the evaluation process and the criteria for performance-based increases but will meet and confer with the Organization at the request of the Organization or if the Employer proposes material changes to the process and/or criteria. The employer will make efforts to establish objective and measurable performance criteria for the employee's position which shall not include any requirement that the employee take on additional work outside the scope of their duties. The Employer commits to establishing and maintaining a process that provides equitable opportunities for all eligible employees to earn performance compensation based on merit and without regard to budgetary considerations. At the time of an employee's performance evaluation, the Employer will meet with employee and put in writing the performance compensation criteria for the next twelve (12) month period. This goal setting meeting, evaluation and compensation decision shall be initiated by the Employer as part of the performance evaluation process. When an eligible employee's performance is such that there are concerns as to whether the employee will be eligible for any merit-based compensation, the employer should, if possible, attempt to give the employee advance notice of the performance deficiencies. The parties recognize that regardless of such notice, the employee's performance review is based on the totality of the employee's performance during the evaluation period. If the Employer fails to provide an employee with written criteria to earn performance compensation

within sixty (60) calendar days of the employee's anniversary date or fails to conduct a performance evaluation and a compensation decision within sixty (60) calendar days of their subsequent anniversary date, the employee may inform the department director that the process has not yet taken place, in which case the director shall order the goal setting and/or performance review to be completed no later than ninety (90) calendar days after the employee's anniversary date. Any delayed evaluation will result in adjusted goal setting/job duties to ensure performance compensation is achievable.

5. **Effective Date of Compensation.** If a performance evaluation is not completed on or before the Eligibility Date, any applicable merit adjustments and/or lump sum payments shall be effective as of the first day of the first full pay period following the employee's Eligibility Date.

6. **Merit Compensation Decisions Not Grievable.** The judgment of the employee's supervisor regarding the employee's performance shall not be subject to the grievance procedure of this agreement nor shall it be subject to arbitration. However, the employee may request a meeting with their supervisor and their Department Head (or their designee – someone other than the employee's direct supervisor) for the purpose of reviewing the employee's performance evaluation. The Department Head (or their designee) shall have the final authority to determine the employee's merit-based compensation, if any. Nothing herein prevents or prohibits a grievance or arbitration over performance pay compensation plan process.

APPENDIX C

MEMORANDUM OF AGREEMENT
BETWEEN
THE CITY OF SAINT PAUL
AND
PROFESSIONAL EMPLOYEES ASSOCIATION

This Memorandum of Agreement (hereinafter "MOA") is entered into by the parties to establish an On-Call procedure for employees assigned to the Office of Technology and Communications.

Definition: Employees required by the Employer to be available to answer a page or call, and perform work if necessary during hours outside their normal work shift, shall be considered "on-call." The Employer will establish a written on-call schedule one (1) month prior to implementation. Employees must provide notice of unavailability prior to the issuance of the schedule.

Requirements: If assigned as on-call, employees must ensure they are available to be contacted. Employees must return calls within thirty (30) minutes of receiving a page or voicemail message. If required to return to work, employees must be able to do so within two hours of being contacted.

Compensation: Employees who are on-call will receive $25 per day for each weekday (Monday – Friday) they are assigned on-call. Effective **January 1, 2027**, Employees who are on-call will receive $30 per day for each weekday (Monday – Friday) they are assigned on-call. A week day shall consist of the hours from 5:00 p.m. until 7:00 a.m. the following morning, Monday – Friday. Employees who are on-call for each weekend day (Saturday or Sunday) or Holiday as designated by the collective bargaining agreement will receive $50 per day. A weekend day and Holiday day shall consist of a twenty-four (24) hour period from 7:00 a.m. until 7:00 a.m. the following morning. Effective **January 1, 2027**, Employees who are on-call for each weekend day (Saturday or Sunday) or Holiday as designated by the collective bargaining agreement will receive $60 per day.

In addition to the above compensation, employees who are on-call and are contacted to resolve a critical information system problem shall be granted two hours minimum compensation either in compensatory time or pay for their efforts per incident. An incident shall begin when the telephone or page is answered and end when the problem is either resolved or further efforts are deemed futile. This means multiple calls regarding the same problem are considered one incident.

If the resolution of the problem takes less than two (2) hours, the employee will be paid straight time for the two (2) hour minimum.

Scheduling: The City will create a list of volunteers who will be scheduled first for on-call status. If insufficient numbers of qualified employees volunteer, the City will assign employees to the list. The City will create an assignment rotation that distributes the on-call assignments as evenly and fairly as is reasonably possible.

APPENDIX C (Continued)

This MOA shall apply only to employees in Office of Technology and Communications and will become effective on January 1, 2023 and then renew annually thereafter unless one party provides notice to the other of their desire to end the agreement. This MOA sets no precedent and shall not affect any other conditions or terms of employment.

CITY OF SAINT PAUL

Jason Schmidt
Jason Schmidt (Jun 23, 2026 12:07:25 CDT) Jun 23, 2026

Jason Schmidt — Date
Deputy Director Human Resources

Christy Harriman (Jun 23, 2026 12:05:25 CDT) Jun 23, 2026

Christy Harriman — Date
Labor Relations Specialist

PROFESSIONAL EMPLOYEES ASSOCIATION

Sara Nurmela Jun 23, 2026

Sara Nurmela — Date
President

Mike Wilde (Jun 23, 2026 12:04:13 CDT) Jun 23, 2026

Mike Wilde — Date
Legal Counsel