

# Employee Group 10 Manual & Maintenance Supervisors

Effective Date: December 28, 2024

Issued Date: April 4, 2025

Effective Date: June 28, 2025

Job Code & Description	Grade	Step	Hourly Rate 12/28/2024	Hourly Rate 06/28/2025
	01U	1: Start	36.96	37.51
	01U	2: 2080 Hours	37.98	38.55
	01U	3: 5 year (10,400)	39.02	39.61
	01U	4: 10 year (20,800)	40.09	40.70
	01U	5: 15 year (31,200)	41.20	41.81
	01U	6: 20 year	42.33	42.96
	02U	1: Start	37.16	37.72
	02U	2: 2080 Hours	38.18	38.75
	02U	3: 5 year (10,400)	39.23	39.82
	02U	4: 10 year (20,800)	40.31	40.92
	02U	5: 15 year (31,200)	41.42	42.04
	02U	6: 20 year	42.56	43.20
	04U	1: Start	38.67	39.25
	04U	2: 2080 Hours	39.73	40.33
	04U	3: 5 year (10,400)	40.83	41.44
	04U	4: 10 year (20,800)	41.95	42.58
	04U	5: 15 year (31,200)	43.10	43.75
	04U	6: 20 year	44.29	44.95
	06U	1: Start	34.34	34.86
	06U	2: 2080 Hours	35.28	35.81
	06U	3: 5 year (10,400)	36.25	36.80
	06U	4: 10 year (20,800)	37.25	37.81
	06U	5: 15 year (31,200)	38.28	38.85
	06U	6: 20 year	39.33	39.92
	08U	1: Start	28.87	29.30
	08U	2: 2080 Hours	29.66	30.11
	08U	3: 5 year (10,400)	30.48	30.94
	08U	4: 10 year (20,800)	31.32	31.79
	08U	5: 15 year (31,200)	32.18	32.66
	08U	6: 20 year	33.06	33.56

	030	1: Start	33.58	34.08
	030	2: 2080 Hours	34.50	35.02
	030	3: 5 year (10,400)	35.45	35.98
	030	4: 10 year (20,800)	36.43	36.97
	030	5: 15 year (31,200)	37.43	37.99
	030	6: 20 year	38.46	39.04
	033	1: Start	36.73	37.28
	033	2: 2080 Hours	37.74	38.31
	033	3: 5 year (10,400)	38.78	39.36
	033	4: 10 year (20,800)	39.84	40.44
	033	5: 15 year (31,200)	40.94	41.55
	033	6: 20 year	42.07	42.70
	034	1: Start	37.60	38.16
	034	2: 2080 Hours	38.63	39.21
	034	3: 5 year (10,400)	39.70	40.29
	034	4: 10 year (20,800)	40.79	41.40
	034	5: 15 year (31,200)	41.91	42.54
	034	6: 20 year	43.06	43.71
940011 SENIOR ZOO KEEPER	035	1: Start	38.15	38.72
	035	2: 2080 Hours	39.20	39.79
	035	3: 5 year (10,400)	40.28	40.88
	035	4: 10 year (20,800)	41.38	42.01
	035	5: 15 year (31,200)	42.52	43.16
	035	6: 20 year	43.69	44.35
800130 FORESTRY SUPERVISOR I	036	1: Start	39.80	40.40
810030 PARK MAINTENANCE SUPERVISOR I	036	2: 2080 Hours	40.89	41.51
840130 PUBLIC WORKS SUPERVISOR I	036	3: 5 year (10,400)	42.02	42.65
840133 PUBLIC WORKS SUPERVISOR I, SOLID WASTE	036	4: 10 year (20,800)	43.17	43.82
840350 SEWER SUPERVISOR I	036	5: 15 year (31,200)	44.36	45.03
840810 SUPPLY SYSTEMS SUPERVISOR I	036	6: 20 year	45.58	46.27
810420 TRAFFIC MAINTENANCE SUPERVISOR I				
840040 WATER DISTRIBUTION SUPERVISOR I				
830522 WATER MAINTENANCE SUPERVISOR I				
830540 WATER PRODUCTION SUPERVISOR I				

	037	1: Start	39.96	40.56
	037	2: 2080 Hours	41.06	41.67
	037	3: 5 year (10,400)	42.19	42.82
	037	4: 10 year (20,800)	43.35	44.00
	037	5: 15 year (31,200)	44.54	45.21
	037	6: 20 year	45.77	46.45
840430 BRIDGE MAINTENANCE SUPERVISOR I 810230 GOLF COURSE SUPERINTENDENT 840131 PUBLIC WORKS SUPERVISOR II 840351 SEWER SUPERVISOR II 840811 SUPPLY SYSTEMS SUPERVISOR II 830030 VEHICLE MECHANIC SUPERVISOR I 840041 WATER DISTRIBUTION SUPERVISOR II	038	1: Start	42.06	42.69
	038	2: 2080 Hours	43.22	43.86
	038	3: 5 year (10,400)	44.41	45.07
	038	4: 10 year (20,800)	45.63	46.31
	038	5: 15 year (31,200)	46.88	47.58
	038	6: 20 year	48.17	48.89
	039	1: Start	43.13	43.78
	039	2: 2080 Hours	44.32	44.98
	039	3: 5 year (10,400)	45.53	46.22
	039	4: 10 year (20,800)	46.79	47.49
	039	5: 15 year (31,200)	48.07	48.79
	039	6: 20 year	49.40	50.14
800131 FORESTRY SUPERVISOR II 830430 METER OPERATIONS SUPERVISOR 810031 PARK MAINTENANCE SUPERVISOR II 810421 TRAFFIC MAINTENANCE SUPERVISOR II 830031 VEHICLE MECHANIC SUPERVISOR II 840042 WATER DISTRIBUTION SUPERVISOR III 830541 WATER PRODUCTION SUPERVISOR II	040	1: Start	44.63	45.30
	040	2: 2080 Hours	45.86	46.55
	040	3: 5 year (10,400)	47.12	47.83
	040	4: 10 year (20,800)	48.41	49.14
	040	5: 15 year (31,200)	49.75	50.49
	040	6: 20 year	51.11	51.88

840431 BRIDGE MAINTENANCE SUPERVISOR II 810720 BUILDING MAINTENANCE SUPERVISOR – LIBRARIES 810440 PARKING SYSTEMS SUPERVISOR 840132 PUBLIC WORKS SUPERVISOR III 840352 SEWER SUPERVISOR III	041	1: Start	45.90	46.59
	041	2: 2080 Hours	47.16	47.87
	041	3: 5 year (10,400)	48.46	49.19
	041	4: 10 year (20,800)	49.79	50.54
	041	5: 15 year (31,200)	51.16	51.93
	041	6: 20 year	52.57	53.36
811301 BUILDING MAINTENANCE SUPERVISOR - FIRE DEPARTMENT 810820 BUILDING MAINTENANCE SUPERVISOR - POLICE DEPARTMENT	043	1: Start	48.54	49.27
	043	2: 2080 Hours	49.87	50.62
	043	3: 5 year (10,400)	51.25	52.02
	043	4: 10 year (20,800)	52.66	53.45
	043	5: 15 year (31,200)	54.10	54.92
	043	6: 20 year	55.59	56.43
810032 PARK MAINTENANCE SUPERVISOR III 840050 WATER DISTRIBUTION FIELD SUPERVISOR 840812 WATER SUPPLY FIELD SUPERVISOR	044	1: Start	50.05	50.80
	044	2: 2080 Hours	51.43	52.20
	044	3: 5 year (10,400)	52.84	53.63
	044	4: 10 year (20,800)	54.29	55.11
	044	5: 15 year (31,200)	55.79	56.62
	044	6: 20 year	57.32	58.18
840140 PUBLIC WORKS FIELD SUPERINTENDENT	045	1: Start	51.56	52.33
	045	2: 2080 Hours	52.98	53.77
	045	3: 5 year (10,400)	54.43	55.25
	045	4: 10 year (20,800)	55.93	56.77
	045	5: 15 year (31,200)	57.47	58.33
	045	6: 20 year	59.05	59.94
500020 ANIMAL SERVICES MANAGER 810501 BUILDING MAINTENANCE SUPERVISOR - PARKS AND RECREATION	046	1: Start	53.10	53.90
	046	2: 6 month (1040)	54.56	55.38
	046	3: 5 year (10,400)	56.06	56.90
	046	4: 10 year (20,800)	57.60	58.47
	046	5: 15 year (31,200)	59.19	60.07
	046	6: 20 year	60.81	61.73

## **BENEFITS:**

### **VACATION**

Effective **January 1, 2022** each full-time employee shall be granted vacation according to the following schedule:

0 thru 7 <sup>th</sup> year	17 days
8 <sup>th</sup> year thru 15 <sup>th</sup> year	22 days
16 <sup>th</sup> year thru 23 <sup>rd</sup> year	26 days
24 <sup>th</sup> year and thereafter	28 days

Vacation rate will now be based on the original employment date. Effective December 24, 2005 vacation was increased due to the elimination of Floating Holidays.

### **VACATION SELL BACK**

Employees with at least ten (10) years' service and a vacation balance over 120 hours may request compensation in cash for such hours up to two (2) weeks of unused vacation within each calendar year. Payment will be at the discretion of the Department Head and additionally, limited by the availability of funds in the Department's budget. Such election must be made in writing on or before December 1 of each calendar year. If the employee elects to sell vacation, the payment for such sold vacation shall be made in a lump sum in the nearest full payroll period following the election date. The payment shall be in an amount equal to the number of hours sold times the employee's regular rate of pay in effect as of the date of such election.

### **HOLIDAY ELIGIBILITY**

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. Non-holiday hours paid includes hours actually worked, vacation time, compensatory time, paid leave and sick leave. All holidays will be considered major.

### **LIFE INSURANCE**

\$50,000 for eligible employees.

### **SEVERANCE PAY**

**Effective January 1, 2008:** If an employee requests severance pay and if the employee meets the eligibility requirements, he/she will be granted severance pay as shown below. Service requirements for severance eligibility will not include years of service with ISD #625 for employees hired by the City or transferred to the City after December 31, 1998. See Article 17.7 (2005- 2007 Agreement).

Effective **January 1, 2024:** Minimum of 18 years of service and six hundred (600) hours of sick leave credits at the time of his/her separation of services from the City.

600 .....	\$7,500
800 .....	\$10,000
1000 .....	\$11,500
1300 .....	\$12,500
1800 .....	\$18,000
2000 .....	\$20,000

## **SEVERANCE PAY (Continued)**

Effective **December 3, 2013**: For any employee who is eligible to receive severance from the City, the City will contribute 105% of the full amount of their severance payment to a Post Employment Health Plan (PEHP) in lieu of any cash payment to the employee.

Effective January 1, 2008 accrued but unused Compensatory Time shall **NO** longer be contributed to a Post Employment Health Plan (PEHP).

Any employee who is eligible to receive Severance from the City under Article 17 shall have his/her accrued but unused vacation contributed to a Post Employment Health Plan (PEHP) in lieu of cash payment to the employee. Such amounts shall be made at the time of retirement.

## **2025 HEALTH INSURANCE**

Effective **January 2025**, 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:**

2024 contributions plus eighty-two and one-half percent (82.5%) of the premium increase for 2025, after any plan design changes; employees shall be responsible for the 2024 employee contribution, plus seventeen and one-half percent (17.5%) of the premium increase for 2025, after any plan design changes.

Based on an 8.5% premium increase, this results in the following Employer contributions:

**Single:** \$779.64, plus \$225 per quarter to be deposited in a VEBA account (plus an additional \$225 per quarter in a VEBA for completion of 2024 Wellness Program).  
Employee share: \$39.78/month.

**Family:** \$1,862.94, plus \$135 per quarter to be deposited in a VEBA account (plus an additional \$225 per quarter in a VEBA for completion of 2024 Wellness Program).  
Employee share: \$276.56/month.

### **Elect Plan/Vantage Plus ACO:**

The lesser of the Employer's contribution for the Choice Passport Plan for 2025; 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 an 8.5% premium increase for the Choice Passport Plan, this results in the following Employer contributions:

**Single:** \$738.00, plus \$225 per quarter to be deposited in a VEBA account (plus an additional \$225 per quarter in a VEBA for completion of 2024 Wellness Program).  
Employee share: \$0.00/month.

**Family:** \$1,862.94 plus \$135 per quarter to be deposited in a VEBA account (plus an additional \$225 per quarter in a VEBA for completion of 2024 Wellness Program).  
Employee share: \$64.56/month.

## **2025 HEALTH INSURANCE (Continued)**

### **Park Nicollet ACO Plan:**

The lesser of the Employer's contribution for the Choice Passport Plan for 2025; 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 an 8.5% premium increase for the Choice Passport Plan, this results in the following Employer contributions:

**Single:** \$733.52, plus \$225 per quarter to be deposited in a VEBA account (plus an additional \$225 per quarter in a VEBA for completion of 2024 Wellness Program).  
Employee share: \$0.00/month.

**Family:** \$1,862.94, plus \$135 per quarter to be deposited in a VEBA account (plus an additional \$225 per quarter in a VEBA for completion of 2024 Wellness Program).  
Employee share: \$52.88/month.

### **Passport Copay Plan:**

**Single:** \$398.88 (Employee share: \$648.54/month)

**Family:** \$748.22 (Employee share: \$1,999.26/month)

## **SICK LEAVE ACCRUAL**

**Effective January 1, 2010:** The accrual rate shall be 12 days per year.

## **SICK LEAVE CONVERSION**

If an Employee has an accumulation of sick leave credits in excess of 180 days, he/she may convert up to ten (10) days of sick leave for 5 days of vacation in each calendar year under this provision.

## **DEFERRED COMPENSATION**

**Effective January 1, 2022:**

\$ 375.00 dollar for dollar match – employees who have completed 5 years of service.

\$ 925.00 dollar for dollar match – employees who have completed 10 years of service.

\$1075.00 dollar for dollar match – employees who have completed 20 years of service.

\$1275.00 dollar for dollar match – employees who have completed 30 years of service.

(See Article 22 of the agreement.)

## **OVERTIME**

Time and one half for those employees in Grade 42 or above for work performed in excess of the regular work day and/or forty (40) hour work week.

If an employee works a Major Holiday he/she shall receive time and one-half (1.5) of his/her regular rate of pay for all work performed on the holiday. If the employee works a Minor Holiday he/she shall receive straight time for such holiday work in addition to regular holiday pay.

**Rest Period:** Anyone working sixteen (16) consecutive hours or more will not be assigned to work a new overtime job or shift until an eight (8) hour period is completed. (See Article 11 for requirements)

**CALL-IN PAY**

Any employee who is called back to work shall be guaranteed four (4) hours pay at his/her regular straight time rate.

**NIGHT DIFFERENTIAL**

A night differential of six and one half percent (6.5%) on the regular rate of pay shall be paid for any work performed between the hours of 6:00 p.m. and 6:00 a.m.

Effective **January 1, 2024**, the night shift differential will apply to accrued paid leave used by employees who are regularly assigned to night shift.

**OUT-OF-TITLE**

After 10 working days. (See Article 18.1)

**RECALL FROM LAYOFF**

Two years

**MILEAGE**

When an employee is required to use his/her personal automobile, they will be reimbursed at the current Federal IRS rate.

**SAFETY SHOE ALLOWANCE**

Effective **January 1, 2024**: The Employer agrees to contribute \$257.50 per payroll year to each employee of the bargaining unit who is required by the Employer to wear protective shoes or boots. Effective **January 1, 2025** – this amount shall be increased to \$265.23.

This contribution will be made for employees on the payroll as of January 1<sup>st</sup>. Employees hired after January 1<sup>st</sup> will receive one-half the normal allowance for that payroll year.

**UNIFORMS**

Golf Course Superintendents who are required to wear a specified uniform will be provided that uniform from the Employer. Four (4) uniforms for full-time employees and two (2) uniforms for part-time employees.

Effective **January 1, 2022**, Senior Zookeepers and Park Maintenance Supervisor I's assigned to the Como Zoo campus who are required to wear a specified uniform shall be reimbursed for uniform items purchased up to \$300.00 per year. The Employer shall determine the process for reimbursement of uniform items purchased. Effective **January 1, 2024** – this amount shall increase to \$309.00. Effective **January 1, 2025** – this amount shall increase to \$318.27.

**PREMIUM:**

Effective **January 1, 2022**, **\$1.90** per hour above the regular base rate for each hour or any part thereof worked by an employee assigned to an abatement crew on a summary abatement deemed to be hazardous by the Health Department Inspector and PED Summary Abatement Supervisor and requiring the use of special protective clothing.