

Collective Bargaining Agreement

By and Between the City of
Cincinnati
and
Cincinnati Organized and
Dedicated Employees, Inc.
("CODE")

Effective: March 20, 2022

Expires: March 15, 2025

Table of Contents

PREAMBLE AND PURPOSE	1
ARTICLE 1: RECOGNITION & REPRESENTATION	2
Section 1.1 Recognition	2
Section 1.2 New Classifications	2
Section 1.3 Excluded Classifications.....	2
ARTICLE 2: DEFINITIONS	6
ARTICLE 3: CODE SECURITY AND RIGHTS	7
Section 3.1 CODE Member Payroll Deduction	7
Section 3.2 Union Membership	8
Section 3.3 CODE Communications.....	9
Section 3.4 CODE Indemnification	10
ARTICLE 4: CODE REPRESENTATION	10
Section 4.1 President’s Authority	10
Section 4.2 Representatives’ Authority	10
Section 4.3 Release Time for President and Vice President(s).....	10
Section 4.4 Access to Work.....	11
Section 4.5 Chargeable Union Time	11
Section 4.6 Donated Time Bank.....	12
Section 4.7 Release Time for CODE Bargaining Team	12
Section 4.8 Release Time for Grievance Meetings	13
ARTICLE 5: RESERVATION OF RIGHTS	13
Section 5.1 Employee Rights	13
Section 5.2 Management Rights.....	13
Section 5.3 Notification	14
ARTICLE 6: CODE/CITY JOINT LABOR-MANAGEMENT COMMITTEES	15
Section 6.1 Joint Labor-Management Committee	15
Section 6.2 Presumptive Sub-Committees	15
Section 6.3 Ad-Hoc Sub-Committees.....	15
ARTICLE 7: DISCIPLINE	16
Section 7.2 Reprimands and Pre-Disciplinary Meetings	16
Section 7.3 Service of Disciplinary Actions.....	17
Section 7.4 Determination of Discipline	17
Section 7.5 Length of Time Prior Discipline May Be Considered	18
Section 7.6 Exceptions.....	18
Section 7.7 Extensions to Time Deadlines	18

ARTICLE 8: GRIEVANCE PROCEDURES	18
Section 8.1 Definition	18
Section 8.2 Procedure.....	19
Section 8.3 Limitation on Authority of Arbitrator	22
Section 8.4 Time Limits	22
ARTICLE 9: NO STRIKE/NO LOCKOUT.....	22
Section 9.1 No Strike	22
Section 9.2 No Lockout	23
Section 9.3 Penalty.....	23
Section 9.4 Judicial Relief.....	23
ARTICLE 10: LAYOFF/RECALL	23
Section 10.1 Layoffs.....	23
Section 10.2 Recall.....	24
ARTICLE 11: VACATION	25
Section 11.1 Vacation Accruals	25
Section 11.2 Approval by Appointing Authority.....	26
Section 11.3 Payment upon Separation from City Service.....	26
Section 11.4 Payment upon Death	26
Section 11.5 Purchase of Vacation Hours	26
ARTICLE 12: HOLIDAYS.....	27
Section 12.1 Holidays Observed.....	27
Section 12.2 Personal Business Day	27
Section 12.3 Eligibility and Pay.....	27
Section 12.4 Nonstandard Shift.....	28
Section 12.5 New Employee	28
ARTICLE 13: SICK LEAVE.....	28
Section 13.1 Rate of Accrual.....	28
Section 13.2 Break in Service	28
Section 13.3 Previous Ohio Public Employment – Sick Leave Balance Transfer	29
Section 13.4 Donated Time	29
Section 13.5 Types of Sick Leave	30
Section 13.6 Verification for SWP and/or SWP-F Usage	33
Section 13.7 Annual Sick Leave Conversion (Buy Back)	33
Section 13.8 Personal Leave Reciprocity for Responsible Usage Of SWP / SWP-F	34
ARTICLE 14: SICK TIME DONATION PROGRAM.....	34
Section 14.1 Purpose	34
Section 14.2 Conditions.....	34
Section 14.3 Employees Donating Time	35
ARTICLE 15: HOURS OF WORK & OVERTIME.....	35

Section 15.1 Application of Article 35

Section 15.2 Changes in Normal Work Schedule, Work Period & Workday 36

Section 15.3 Overtime/Compensatory Time 36

Section 15.4 Flex Time 37

ARTICLE 16: WAGES & COMPENSATION..... 37

Section 16.1 Salary Schedule – Step 37

Section 16.2 Cost of Living Adjustment (COLA) or General Wage Increases 38

Section 16.3 Working Out of Classification 38

Section 16.4 Salary Increase Upon Permanent Promotion 39

Section 16.5 Shift Differential 39

Section 16.6 Deferred Compensation 39

Section 16.7 Mileage 39

ARTICLE 17: INSURANCE..... 40

Section 17.1 Health & Hospitalization, Prescription Drug, Disability, Dental & Vision Coverage..... 40

Section 17.2 Terms and Conditions 40

ARTICLE 18: GENERAL PROVISIONS..... 40

Section 18.1 Residency Requirement..... 40

Section 18.2 Seniority 40

Section 18.3 Ratification and Amendment..... 41

Section 18.4 Uniforms 41

Section 18.5 Health and Safety..... 41

Section 18.6 Agreement Copies..... 41

Section 18.7 Vacancies and Transfers 41

ARTICLE 19: SAVINGS..... 43

Section 19.1 Gainsharing Policy Implementation 43

ARTICLE 20: TUITION REIMBURSEMENT 43

ARTICLE 21: ENTIRE AGREEMENT..... 44

ARTICLE 22: LENGTH OF AGREEMENT 44

ARTICLE 23: ITEMS INCLUDED BY REFERENCE..... 45

APPENDIX A: BARGAINING UNIT CLASSIFICATIONS & EXCLUSIONS 46

APPENDIX A-1: ELIGIBLE TRANSFER CLASSIFICATIONS.....49

APPENDIX B: OVERTIME ELIGIBLE POSITIONS..... 50

APPENDIX C: WAGE RANGES..... 51

APPENDIX D: HEALTH INSURANCE PREMIUMS, COPAYS, AND OUT OF POCKET EXPENSES 52

APPENDIX E: DISCIPLINARY MATRIX 53

PREAMBLE AND PURPOSE

In order to enhance the relationship between the City of Cincinnati, hereafter referred to as the City, the Cincinnati Organized and Dedicated Employees, hereafter referred to as CODE, and the members of the CODE bargaining unit, the City and CODE have jointly agreed to the following statement of purpose for this Agreement.

It is in the best interests of the City and CODE to jointly:

- A. Encourage a spirit of unity and cooperation of employees of the City of Cincinnati, Ohio, at all levels;
- B. Improve city services to the citizens of the City of Cincinnati, Ohio, and the businesses located in the City of Cincinnati;
- C. Provide the opportunity for the exchange of ideas and information relating to civil service as a career;
- D. Represent its members and other persons in the bargaining unit, in the negotiation of benefits, wages, and terms and conditions of employment;
- E. Work to ensure that this Agreement is administered in such a way as to foster trust and a positive relationship between the City and CODE;
- F. Promote the welfare of its members and foster respect and professionalism throughout all levels of City government.

ARTICLE 1: RECOGNITION & REPRESENTATION

Section 1.1 Recognition

The City recognizes Cincinnati Organized and Dedicated Employees, Inc. (CODE) as the exclusive collective bargaining representative for the unit consisting of all regular full-time (at least three quarter time) and part-time (less than three quarter time) employees in classifications listed in Attachments A and B of the State Employment Relations Board (SERB) certification of election results and of Exclusive Representation dated November 6, 2003, in SERB Case No. 02-REP-11-0239. Excluded from the unit are all other employees, including, but not limited to, elected officials, Directors, Deputy Directors, Superintendents, Assistant Administrators, Assistant Superintendents, all employees of the Mayor's Office and City Council, and select persons in classifications which deal directly with collective bargaining issues (the specific classifications and select persons so excluded from the unit as of November 6, 2003, are listed in Attachment C of the SERB Certification dated November 6, 2003, in SERB Case No. 02-REP- 11-0239); all employees represented for purposes of collective bargaining in other bargaining units; and any supervisory, managerial, administrative, or confidential positions the same as or similar to those listed in Attachment C of the SERB Certification dated November 6, 2003 in SERB Case No. 02-REP-11-0239.

Appendix A, attached hereto, is a list of the classifications included and the classifications excluded from the bargaining unit.

Section 1.2 New Classifications

The City shall notify CODE within 10 working days of its decision to create any new classifications that will perform bargaining unit work. If the new classification is a successor title to a classification covered by the Agreement and the job duties are not significantly altered or changed, the new classification shall automatically become a part of this Agreement. The parties will meet and confer regarding any such decision prior to its implementation with both parties making themselves reasonably available for such discussions. The meet and confer obligation set forth in this section is intended to afford the parties an opportunity to avoid and/or resolve disputes through discussions and the exchange of information, and it is not intended to limit or impair either party's rights or remedies under this Agreement or applicable law except as otherwise set forth herein.

Section 1.3 Excluded Classifications

The City will notify the Union when a specific position will be excluded from the bargaining unit in accordance with the law. The Union may request a current list of excluded positions at any time.

ARTICLE 2: DEFINITIONS

This agreement shall incorporate the definitions enumerated below:

Appointing Authority: means an individual, officer, commission, agency, board or body having the power under the Charter or Cincinnati City Codes of appointment to, or removal from, a position with the City.

City: means the City of Cincinnati, Ohio and its authorized representatives.

CODE: refers to Cincinnati Organized and Dedicated Employees and its authorized representatives.

CODE Employee: means any employee in the bargaining unit represented by CODE.

Compensatory Time: means time off with pay for authorized overtime worked in lieu of hourly wages, calculated in accordance with Article 15 of this Agreement.

Continuous Service: means an employee's length of service as a full-time employee of the City uninterrupted by a separation from City employment; provided, however, time in unpaid status and/or part-time status shall not be included in length of service.

Day: means calendar day unless otherwise specified.

Demotion: means a change to a classification which has a lower rate of pay.

Fair Share Fee Payers: means any CODE Fair Share employee as governed by CODE's By-Laws.

Full-time Employee: means a bargaining unit employee who is hired to perform duties for the City according to an established work schedule of at least $\frac{3}{4}$ time.

Member: means only a person included within the bargaining unit as defined in Section 1.1, unless in the context of the language concerned, a different meaning is clearly apparent.

Memorandum of Understanding (MOU): is an agreement between CODE and the Agency, negotiated between CODE and the City. Such Memorandum of Understanding covers in detail the respective Agency's personnel and operational regulations, which are peculiar to the responsibilities assigned to that particular Agency. Such Memorandum of Understanding shall be agreed to between CODE and the Agency Head and approved by the Human Resources Department.

Part-time Employee: means employees working a schedule less than $\frac{3}{4}$ time.

Pay Period: means a recurring two week calendar period as designated by the City.

Position: means any office, employment, or job calling for the performance of certain duties and

the exercise of certain responsibilities by one individual. A position may be vacant, occupied part-time, or occupied full-time.

Resignation: means the voluntary termination of employment of an employee, or unauthorized leave for three consecutive workdays.

Retirement: means separation from City service which is not caused by resignation, layoff or discharge, with application for retirement benefits.

Representative: means a person designated by the President or his/her designee, pursuant to this Agreement, to represent the bargaining unit members.

Seniority: means an employee's uninterrupted length of continuous service within the City, department, division, work unit, or job classification, depending upon the issue involved.

Shift: means the employee's regularly scheduled hours of work. In areas with multiple shifts or twenty-four operations, the early morning shift hereinafter is referred to as the first shift, the late afternoon shift hereinafter is referred to as the second shift, and the late evening shift hereinafter is referred to as the third shift.

Unclassified Employee: means employees in classification and positions as defined in the Ohio Revised Code.

Unpaid Status: means time an employee is on unpaid suspension, on leave without pay or is absent without leave. Leave without pay status resulting from either injury received in the line of duty, approved disability coverage (after serving the requisite waiting period) or approved paid leave activities related to City-employee relations shall not be considered to be unpaid status.

Workday: means working time assigned or approved by the Appointing Authority in any twenty-four-hour period.

ARTICLE 3: CODE SECURITY AND RIGHTS

Section 3.1 CODE Member Payroll Deduction

- (A) The City shall deduct biweekly CODE dues from the pay of each employee in the bargaining unit who has filed with the City a payroll deduction authorization. The City will honor all executed payroll deduction authorization forms at the next deduction date which is at least 15 days from the date the executed authorization form is received by the City.
- (B) Total deductions collected for each biweekly pay period shall be remitted by the City to the Treasurer of CODE together with a list of employees for whom dues have been deducted not later than 10 calendar days after the deduction is made. CODE agrees to refund to the employee any amounts paid to CODE in error on account of this dues deduction provision.
- (C) No later than the first Wednesday of each pay period, the City shall provide, via electronic mail, the CODE Treasurer (treasurer@codegroup.org) and CODE

Secretary (secretary@codegroup.org) with the following three (3) additional reports: 1) a report of employees who are not paying dues; 2) a report of employees who have stopped paying dues; 3) a report of employees separated from City Service for any reason (e.g., running the “c separated employees” from DOC query). The non-dues paying report (report 1, above) will capture the name and position entry date of all employees who have been newly placed into the CODE bargaining unit through any means. The stop dues report and separated employees report (reports 2 & 3, above) will capture the name(s) of all employees who have left the collective bargaining unit for any reason.

- (D) Dues shall be withheld and remitted to the Treasurer of CODE unless or until such time as the City receives a notice of an employee's death, transfer from covered employment, termination of covered employment, or when there are insufficient funds available in the employee's earnings after withholding all other legal and required deductions.
- (E) Information concerning dues not properly deducted under this Section 3.1 shall be forwarded to the Treasurer of CODE, and this action will discharge the City's only responsibility with regard to such cases; there will be no retroactive deduction of such dues from future earnings
- (F) The actual dues to be deducted shall be certified to the Finance Director by the Treasurer of CODE. CODE will give the City a 45 calendar day advance notice of any change in the amount of dues to be deducted.
- (G) Within sixty (60) days after execution of this Agreement, all employees in the bargaining unit shall be enrolled in Direct Deposit. If an employee cannot meet this obligation the City will make alternate pay arrangements at no cost to the employee.

Section 3.2 Union Membership

- (A) Employees who are members of CODE may revoke their union membership at any time only by sending written notice to the CODE Secretary (secretary@codegroup.org).
- (B) Separately, an employee shall have the right to revoke his or her dues deduction authorization at any time, only by sending written notice to the CODE Secretary (secretary@codegroup.org). No later than five (5) working days following the CODE Secretary's receipt of the written dues revocation, CODE shall forward the notification to the City's designee in the Payroll section of the Finance Department.
- (C) Upon receipt of the dues deduction revocation, the City shall cease deducting CODE dues from the employee within ten (10) working days.
- (D) CODE shall indemnify and save the City harmless from any action commenced by an employee against the City, or the City and CODE jointly, arising from the deduction of dues as agreed in this Article, subject to the following provisions:

1. The City promptly notifies CODE of any claim made against the City;

2. The City permits CODE to undertake the defense of any claim;
3. CODE shall not be obligated to indemnify the City for any unlawful conduct committed by the City; and
4. CODE shall not be obligated to indemnify the City against any action based on dues that were erroneously deducted by the City after CODE fulfilled its obligation described in Section B above.

(E) The relationship between CODE Fair Share members and CODE shall be governed by CODE's By-Laws.

Section 3.3 CODE Communications

The City recognizes that CODE has a responsibility to communicate with bargaining unit employees. To facilitate this purpose, it is agreed that CODE may make reasonable use of City e-mail, telephone, inter-office mail and fax machines to communicate with individual employees (no mass communications except by City e-mail as indicated below), so long as the use does not unduly interfere with City work. The City retains the right to discontinue this practice if it should cause undue interference. The City will give at least 30 working days' notice to CODE if it elects to discontinue the practice.

The City will permit CODE to use bulletin board space in appropriate and accessible locations approved by the Department Director and will consider requests for changes or additions to such locations where appropriate. CODE will limit the posting of CODE notices to such bulletin boards.

Appropriate items that may be communicated using City e-mail under this section shall be:

- (A) Notices of CODE elections;
- (B) Notices of CODE meetings;
- (C) Notices of CODE appointments and results of elections;
- (D) Matters of CBA interpretation and/or enforcement, when the City and CODE are in agreement, subject to approval by the Human Resources Director or designee;
- (E) Notices to employees who have been newly placed in CODE bargaining unit positions including, but not limited to, a copy of the CODE CBA, dues deduction form(s) and introductory materials to the CODE bargaining unit.
- (F) Such other notices as may be approved by the Human Resources Director or designee, which approval shall not be unreasonably withheld.

Items specifically prohibited from this process include those that are derogatory, inflammatory, or disrespectful of individuals or organizations, or would violate Administrative Regulations, or the Human Resources Policies & Procedures (HRP&P).

Section 3.4 CODE Indemnification

CODE agrees to indemnify and hold the City harmless from any action growing out of deductions hereunder commenced under this Article 3 by an employee or anyone else against the City or the City and CODE jointly.

ARTICLE 4: CODE REPRESENTATION

Section 4.1 President's Authority

The President of CODE may appoint 1 CODE Representative for every 40 employees of CODE, but no more than 3 CODE Representatives from any single department, for the purpose of representing bargaining unit employees at investigatory interviews, provided that the representation is limited to the work location. All representation will be scheduled through the President, or Vice President(s) when acting in the place of the President. This will not preclude the ability of a representative to be contacted by a bargaining unit member for information.

Section 4.2 Representatives' Authority

CODE shall provide the City a list of appointed CODE Representatives. The appointed CODE Representatives will not have the authority to deliver or file a grievance. Only the President or Vice President(s) may actually file, deliver, or process a grievance.

The President may designate up to three Representatives to represent a bargaining unit employee at disciplinary or grievance hearings, except that the President or Vice President(s) may designate legal counsel to represent bargaining unit employee(s) at a grievance or disciplinary hearing. In advance of any meeting (except arbitration) where the Union intends to have legal counsel present, it shall notify the City. With the approval of the City the Union may have more than three Representatives at any such meeting. The performance of these duties shall not interfere with the normal work responsibilities of the representative, other than the President and Vice-president(s).

Section 4.3 Release Time for President and Vice President(s)

The President of CODE, upon election to the post and as long as they continue in that post, will be permitted to devote as much time during the workweek to CODE matters, within the limitations set by this Section, while continuing in their City job classification. The CODE President's entitlement to their hourly wage, fringe benefits, and service accrual will continue as though they were performing their normal job-related duties.

The Vice President(s) of CODE, upon election to their posts and as long as they continue in those posts, will be permitted to devote as much time during the work week to CODE matters, within the limitations set by this Section, while continuing in their City job classification. The CODE Vice President's entitlement to their hourly wage, fringe benefits and service accrual will continue as though they were performing their normal job-related duties.

The President may designate person(s) who may participate in CODE business, attend

educational seminars and conferences, and attend CODE training. Said person(s), within the limitations set by this Section, continue their entitlement to their hourly wage, fringe benefits and service accrual as though they were performing their normal job-related duties when working within this designation. The Union shall provide the City at least a fourteen (14) calendar day notice of any employee participation in seminars, conferences, or trainings. Any questions regarding the application of this article will be discussed between the President of CODE and the Director of Human Resources, or their designees.

Section 4.4 Access to Work

The President or Vice President(s) of CODE and representatives of CODE may consult employees in the assembly area before the start of and at the completion of the day's work. With the approval of the Division Head or designee, these same individuals shall be permitted access to work areas solely for the purpose of adjusting grievances, assisting in the settlement of disputes, or carrying into effect the provisions and aims of this Agreement. This privilege is extended subject to the understanding that such access will not interfere with work time or work assignments. Any suspected abuse of these privileges shall be resolved through a meeting of the City and CODE.

Section 4.5 Chargeable Union Time

Following the close of each contract year during the term of this Agreement, CODE shall reimburse the City for chargeable Union time utilized during said contract year in accordance with the following schedule and terms:

- (A) Within 60 calendar days after the close of the contract year, the City shall supply CODE with a written statement of all chargeable Union time utilized within the preceding contract year and all time donated to the CODE donated time bank under section 4.6. Said statement shall include, at minimum, a listing of each individual who utilized chargeable Union time and the number of hours utilized by each such individual during the contract year. CODE may request additional detail regarding usage of chargeable Union time, and the City shall reasonably cooperate to provide such detail to the extent it is available from the City's systems. For purposes of this section, any release time under sections 4.5 or 4.7, attendance at pre-Ds, attendance at grievance meetings (including informal or grievance avoidance), attendance at LMC or LMC sub-committee meetings, and any other release time approved by the HR Director or designee shall not be chargeable Union time. All Form-25s for non-chargeable Union time shall identify the management representative in the meeting, shall state the nature of the meeting, and shall be forwarded upon submission to a designated e-mail address established by the City Human Resources Department, or to the HR Director's e-mail address absent a designated e-mail address.

- (B) Within 30 calendar days after the City's delivery of the written statement referenced in 4.5(A), CODE shall advise the City in writing as to how CODE, in its discretion, will reimburse the City for all chargeable Union time utilized in the preceding contract year by: (i) stating how many hours will be deducted from the donated time bank provided for in section 4.6: (ii) how many hours will be paid for by CODE at the average hourly rate for CODE employees as of the date of

expiration of the prior agreement, for which the City shall supply supporting documentation, and which shall not change during the duration of this agreement; and (iii) how many hours are to be deducted from Bargaining Unit members' vacation and/or compensatory time balances subject to a maximum of one hour per member of the Bargaining Unit per year.

- (C) Within 60 calendar days after the City's delivery of the written statement referenced in 4.5(A), CODE shall deliver to the City the payment due, if any, under section (B) above. The City shall advise CODE at least 14 calendar days prior to the pay date on which vacation and/or compensatory time will be deducted from Bargaining Unit members' vacation and/or compensatory time balances. No deduction from the vacation and/or compensatory time balance of a member of the Bargaining Unit shall result in a negative vacation and/or compensatory time balance.

Section 4.6 Donated Time Bank

- (A) Employees of the Bargaining Unit may donate up to one hundred (100) hours of time as specified herein.
- (B) An employee may donate up to one hundred (100) hours of vacation and/or compensatory time per contract year as a lump sum, on a pay period by pay period basis, or any combination thereof.
- (C) The employee must donate time to the CODE time bank on or before the close of each contract year (i.e., March 30) during the term of this Agreement.
- (D) CODE shall be entitled to use any or all of such donated time to reimburse the City for chargeable Union time under section 4.5(C). To the extent CODE does not utilize all of the time credited to the CODE donated time bank during a contract year, the unused time shall carry over to the following year up to 200 hours each year.
- (E) Employees who accrue vacation in excess of the maximum balances in Section 11.1 may elect to have all or some excess hours accrued that pay period donated to the CODE Union Time Bank. To do so, the employee shall send an e-mail, including the employee's CHRIS ID number and the number of hours the employee wishes to donate, to the Human Resources Director (or the Director's payroll designee) and CODE Secretary (secretary@codegroup.org) indicating the employee's desire to have his/her hours donated to the CODE Union Time Bank. The employee's e-mail must be sent at least three (3) working days prior to the end of the affected pay period.

Section 4.7 Release Time for CODE Bargaining Team

CODE bargaining committee members who participate in negotiations with the City shall be compensated for time lost during regular working hours to attend such meetings, with all benefits, up to a total limit of 640 hours.

Section 4.8 Release Time for Grievance Meetings

Employee grievants and CODE representatives, when applicable, shall be given paid time off to participate in First Step informal discussions for the purpose of grievance avoidance, and First and Second Step grievance hearings/meetings if they are held at the request or consent of the City during the employee's working time. No other time spent on grievance matters shall be considered time worked for compensation purposes.

As long as the Appointing Authority, Manager/Supervisor, or designee determines that time spent on such activities will not interfere with normal work activity, the employee grievant may use vacation, compensation time, or unpaid leave for any other activities related to the investigation of, or preparation for a grievance hearing/meeting.

As long as the Appointing Authority, Manager/Supervisor, or designee determines that time spent on such activities will not interfere with normal work activity, the CODE Representative shall be released for such hearings/meetings or for any other activities related to the investigation of, or preparation for a grievance, or a grievance hearing/meeting. Time spent by the CODE President or Vice President in Grievance hearings/meetings is non-chargeable. If neither the President nor the Vice President is available, the Representative's time spent in the actual grievance meeting/hearing is non-chargeable. All other time spent during normal work hours by the President, Vice President, or CODE Representative investigating or preparing for a grievance is chargeable Union time, and any such time used shall be tracked and reported by the Union.

ARTICLE 5: RESERVATION OF RIGHTS

Section 5.1 Employee Rights

It is agreed that a number of terms and conditions of employment for employees in the bargaining unit are not specified in this Agreement. Therefore, except as may be specified elsewhere in this Agreement, as for any and all terms and conditions of employment not specified in this Agreement, no employee in the bargaining unit waives any individual right under City Charter; City Code; City rule or regulation; and state or federal statute, constitutional principle, or common law. To the contrary, it is specifically recognized that such individual employee rights remain unaffected by this Agreement, and that such individual employee rights are enforceable through normal Civil Service, regulatory, and/or judicial processes. Nothing in this Section 5.1 shall be construed to limit in any way the authority of the City to enact, modify or repeal any City Charter or City Codes provision, ordinance, resolution, rule, regulation, policy or procedure.

Section 5.2 Management Rights

Except as specifically limited by the express provisions of this Agreement, the City retains all traditional rights to manage and direct the affairs of the City in all respects and to manage and direct its employees to unilaterally make and implement decisions with respect to the operation and management of the City in all respects, including, but not limited to, all rights and authority possessed or exercised by the City prior to the City's recognition of CODE as the collective bargaining representative for the employees covered by this Agreement. The

authority and powers of the City as prescribed by the City Charter and City Codes, Statutes and Constitution of the State of Ohio and the United States shall continue unaffected by this Agreement, except as expressly limited by the express provisions of this Agreement. These City rights as prescribed by the City Charter, City Codes and the Statutes and Constitutions of the State of Ohio and the United States shall include, but are not limited to, the following:

To determine any and all terms and conditions of employment not specifically set forth in this Agreement, to plan, direct, control and determine all the operations and services of the City; to determine the City's mission, objectives, policies and budget and to determine and set all standards of service offered to the public; to supervise and direct employees and their activities as related to the conduct of City affairs; to establish the qualifications for employment and to employ employees; to determine the hours of work and to schedule and assign work; to assign or to transfer employees within the City; to establish work and productivity standards and, from time-to-time, to change those standards; to assign overtime; to layoff or relieve employees due to lack of work or funds or for other legitimate reasons; to determine the methods, means, organization and number of personnel by which such operations and services shall be made or purchased; to make and enforce reasonable rules and regulations; to discipline, suspend and discharge employees; to change, relocate, modify or eliminate existing programs, services, methods, equipment or facilities; to determine whether services or goods are to be provided or produced by employees covered by this Agreement, or by other employees or non-employees not covered by this Agreement, to hire all employees and, subject to provisions of law, to determine their qualifications, and the conditions for their continued employment, or their dismissal or demotion, and to evaluate, promote and transfer all such employees; to determine the duties, responsibilities, and assignment of those in the bargaining unit.

The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the City and the adoption of policies, rules, and regulations in furtherance thereof, shall be limited only by the specific and express terms of this Agreement. No action, statement, agreement, settlement, or representation made by any member of the bargaining unit regarding the City's obligations or rights under this Agreement, shall impose any obligation or duty or be considered to be authorized by or binding upon the City unless and until the City has agreed thereto in writing.

Section 5.3 Notification

Prior to the adoption, modification, or deletion of any work rule or policy affecting CODE employees, the City shall submit the work rule or policy to CODE at least 30 days prior to the adoption, modification, or deletion of any work rule or policy for comment and input (unless a critical issue arises that requires implementation in less than 30 days, however, in such case the Union shall still be notified prior to the implementation). Notification will be sent to the e-mail address: president@codegroup.org.

New or revised rules or policies shall be communicated in a timely manner to the affected bargaining unit members prior to the effective date, unless to do so, would be impractical. Communication shall be made in a manner that can be verified. Methods of verification may include but are not limited to: employees' signed acknowledgments of receipt; verified attendance at meetings where a policy is introduced or discussed; or documented e-mail

communication.

ARTICLE 6: CODE/CITY JOINT LABOR-MANAGEMENT COMMITTEES

Section 6.1 Joint Labor-Management Committee

The parties agree that they will form and maintain a Joint Labor-Management Committee to discuss matters of mutual interest relating to the employees covered by this Agreement and the City. The Committee shall meet quarterly or as mutually agreed by the co-chairs. The number of City and CODE representatives on this committee shall be approximately equal. The respective parties shall choose their co-chairs. Once the Committee is formed, the parties shall mutually agree upon a Committee member who shall be designated to take minutes, which will be approved and circulated to the Committee members via email.

Section 6.2 Presumptive Sub-Committees

The following sub-committees may be convened by either party with 30 days' notice to the non-convening party. Once convened, each of these sub-committees shall meet quarterly or as mutually agreed by the co-chairs. Once convened, these sub-committees may only be dissolved by mutual agreement of both parties. The non-convening party shall participate in any such sub-committee once it has been convened:

(A) **Insurance Sub-Committee**

The Joint Insurance Sub-Committee will evaluate and assess proposals, study trends, and consider new and unique ways of providing health care to employees and make recommendations to the City Manager. The City's Risk Manager or designee will be a member of this sub-committee. The number of City and CODE representatives on this sub-committee shall be approximately equal.

(B) **Professional Development and Performance Evaluation Sub-Committee**

The Joint Professional Development and Performance Evaluation Sub-Committee will discuss and make recommendations to improve professional development procedures for CODE members and recommend changes to the current performance evaluation system. The sub-committee may consider seminar attendance, professional memberships, career paths and other related topics as agreed upon by the sub-committee. The sub-committee shall also evaluate metrics-driven appraisals, self-appraisals, 360° appraisals, pay-for-performance, and other related topics as agreed upon by the sub-committee. The recommendations of the sub-committee will be presented to the Director of Human Resources or designee and the appropriate Appointing Authorities for consideration and possible implementation. The number of City and CODE representatives on this sub-committee shall be approximately equal.

Section 6.3 Ad-Hoc Sub-Committees

The Joint Labor-Management Committee shall have the authority to convene ad-hoc sub-committees as necessary to address particular issues. These sub-committees shall be convened by mutual agreement of the parties and shall meet quarterly or as mutually agreed

by the co-chairs. The number of City and CODE representatives on any ad-hoc sub-committee shall be approximately equal.

ARTICLE 7: DISCIPLINE

Section 7.1 Investigation

- (A) Any employee who may be a focus of an investigation may be interviewed as part of the investigatory process, in which event he/she may, upon request, have a CODE representative present during that interview. CODE shall be notified at least 24 hours prior to conducting the interview, unless the nature of the investigation requires the interview to be conducted immediately.
- (B) Employees who are suspended without pay pending an investigation and/or pre-disciplinary hearing, shall remain in a no pay status for no more than 30 working days. If the investigation and/or pre-disciplinary hearing is not complete after this 30 day period, the employee shall be placed on administrative leave with pay until the final disposition of the matter as set forth in Section 7.2 and Section 7.3. Nothing in this Article should be construed to limit the City's ability to place an employee in an unpaid status under this Article.

Section 7.2 Reprimands and Pre-Disciplinary Meetings

- (A) Written reprimands shall be simultaneously served on the employee and CODE (president@codegroup.org) within 25 working days from the date the charging supervisor becomes aware, or should have been aware of the precipitating incident, unless it is the result of a pre-disciplinary meeting.
- (B) Any oral reprimand must have been memorialized in e-mail and sent to the employee with president@coegroup.org copied. The e-mail shall be sent within five (5) business days of the oral reprimand being given to the employee.
- (C) Notice of pre-disciplinary meetings must be sent to an employee no later than 25 working days from the date upon which the supervisor or manager becomes aware, or should have been aware of the precipitating incident(s), except in more serious cases involving violations of Administrative Regulations 25 (Sexual Harassment), 49 (Workplace Violence), 55 (Offensive /Derogatory comments), or accidents (where damage is in excess of \$10,000), severe personal injury or other serious misconduct requiring extensive investigation. The time frame for these more serious cases will be up to 85 working days. If, after the investigation above is completed, the City wishes to only issue a written reprimand to the employee, the City shall notify the employee and CODE of the completion of the investigation and must issue the written reprimand within 20 working days of the completion of the investigation. A copy of this notice must be forwarded to CODE by e-mail to the e-mail address: president@codegroup.org. In cases involving an investigation by a law enforcement agency, there will be no time limit for completion of the investigation. Notice of the pre-disciplinary meeting will be issued within 10 working days after the department becomes aware of the conclusion of the investigation.

- (D) CODE shall be notified of the time and location of the hearing on the disciplinary charges and shall have the right to attend said hearing for the purpose of representing the employee and/or to protect the integrity of this Agreement.
- (E) The pre-disciplinary meeting shall be held and the final disposition of the matter, which shall include the Final Form-32 with attachments and the meeting summary, must be sent to the employee and CODE within 25 working days from the date of the pre-disciplinary meeting. Failure to comply with the timelines will result in dismissal of the allegations against the employee.
- (F) Departments that have Boards or Commissions (Parks, Recreation, and Health) who act as the appointing authority are granted additional time to deliver the Form-32 to the employee and CODE. Once the final disposition is signed by the Human Resources and Law departments, the Form-32 will then be forwarded to the appropriate Board or Commission for the next meeting date following the end of the 25 day period. The Form-32 will be sent to the employee and CODE no later than 5 workdays after the Board or Commission meeting.
- (G) The City may request an extension of these timelines and CODE shall not unreasonably deny such extension request. All requests for extension of time must be signed by both the City and a representative of CODE and specifically state the length of the extension of time granted. Email confirmation shall suffice.

Section 7.3 Service of Disciplinary Actions

Written Reprimands, Notices of Pre-disciplinary Meetings, and Form 32's (and accompanying materials) will be served to the employee, and to CODE by e-mail to the CODE e-mail address: president@codegroup.org.

Section 7.4 Determination of Discipline

Discipline shall be commensurate and, except in cases of serious misconduct, progressive. The following factors may be considered in determining the exact penalty:

- The nature and seriousness of the offense, or whether it was committed repeatedly;
- The employee's job duties and position, e.g., whether supervisory;
- The employee's prior disciplinary record;
- The employee's work record, including length of service, performance and dependability;
- Consistency with the penalties imposed in similar situations;
- The notoriety of the offense or its impact on the City's reputation;
- The extent to which the employee was aware of any rules that were violated or warned about the conduct in question;
- The potential for the employee's rehabilitation;
- Mitigating or aggravating circumstances surrounding the offense;
- The adequacy and effectiveness of alternative sanctions to deter the conduct.

Section 7.5 Length of Time Prior Discipline May Be Considered

- (A) Written reprimands shall be removed from the employee's personnel records 1 year after the date of the precipitating incident unless there has been further discipline during that time period. Any suspension (or the equivalent penalty) less than 41 hours shall be removed from the employee's personnel records 3 years after the date of the precipitating incident unless there has been further discipline during that time period. Any suspension equal to or greater than 41 hours (or the equivalent penalty) shall be removed from the employee's personnel records 5 years after the date of the precipitating incident unless there has been further discipline during that time period. After the expiration of the periods specified above, such disciplinary action shall not be used as a basis for any further disciplinary action against the employee.
- (B) In the event of subsequent discipline during the retention period described above, the prior disciplinary action's retention period shall follow the retention period of the most recent discipline, notwithstanding progressive penalties laid out in Administrative Regulations 25 and 52.

Section 7.6 Exceptions

- (A) The time constraint provisions of this Article shall not be applicable when actions of a criminal nature or when alleged violations of other local, state or federal laws warrants extensive investigation, or upon mutual consent of the parties. If an investigation requires more time to complete, the parties may agree to extend the time period, which will not be unreasonably denied. The agreement shall be in writing, signed by representatives of the City and CODE and shall specifically state the length of any extensions of time. Email shall suffice.
- (B) If an employee is off duty due to dismissal or on approved or unapproved leave, the time limits for investigation, the final disposition, and hearing shall automatically be tolled.

Section 7.7 Extensions to Time Deadlines

The parties may agree to reasonably extend any of the timelines in Article 7. Such extensions shall not be unreasonably withheld. All extensions of time shall be in writing and signed by a representative of the City and CODE and shall specifically state the extension agreed upon. Email shall suffice.

ARTICLE 8: GRIEVANCE PROCEDURES

Section 8.1 Definition

A grievance shall mean an alleged violation of a specific provision of this Agreement arising under and during the term of this Agreement, except that any dispute or difference of opinion concerning a matter or issue addressed by the Cincinnati Civil Service Commission's rules or which could be heard before the Cincinnati Civil Service Commission, except for disciplinary

actions, shall not be considered a grievance under this Agreement. Discipline involving suspensions, demotions and terminations pursuant to Article 7 of this Agreement may only be grieved according to this Article and may not be appealed through the Civil Service Commission. The Parties explicitly waive the provisions of Ohio Revised Code Chapter 124 as they relate to the appeal of disciplinary action. Grievances regarding written reprimands may be filed at Step 1 and advanced to Step 2 but may not be referred to arbitration.

Failure of probation shall not be grieved. Performance evaluations shall not be grieved.

Discipline less than a written reprimand may not be grieved.

CODE may appeal a written reprimand on behalf of a CODE employee by filing a grievance at the next highest step from the level at which the written reprimand was issued. Such grievance must be in proper written form. Consultations and oral reprimands are not appealable through the Grievance Procedure. Grievances regarding written reprimands shall only be heard once and will never be subject to arbitration.

CODE is the sole and exclusive bargaining agent for all members and employees, and the City does not recognize any grievance not previously reviewed, approved, and filed by CODE. The City and CODE also recognize that CODE, not its members or employees, has the exclusive right to negotiate, settle, compromise, withdraw or otherwise resolve grievances.

Section 8.2 Procedure

If the grievance concerns corrective action greater than a written reprimand, the grievance shall proceed directly to Step 3 (the Human Resources/Mediation step). For grievances concerning all other matters, the following procedure shall be used:

STEP 1. Division Level

If there is an employee(s) who believes they have been aggrieved, he/she with the President, Vice President, or Union Representative (only one of these three) shall first notify the employee's immediate supervisor/manager of a potential grievance. The employee should notify the supervisor/manager as soon as possible so that the parties can attempt to informally resolve the matter. No grievance shall be considered or processed unless submitted in writing after the first event giving rise to the grievance or within 15 working days after the employee or CODE, through the use of reasonable diligence, could have obtained knowledge of the first event giving rise to the grievance. These 15 days may be used to hold informal grievance (or grievance avoidance) meetings with appropriate Supervision/Management. The employee and/or a Union President, Vice President, or Union Representative (only one of these three) will meet with the Division Head or designee.

If the matter cannot be resolved informally within the aforementioned 15 working days, then CODE shall submit the grievance in writing to the Division Head by or on the 15th day. If a grievance is not presented within this time limit, it shall be considered "waived."

Once the written grievance is submitted, the Division Head or their designee will then meet with the Union (which may include the grievant and up to two other Union officials or Representatives). However, if the Division Head or designee has already met with the

Union to discuss the matter informally, as described above, a written response will be submitted by the Division Head within 5 working days of receipt of the written grievance. Otherwise, the Step 1, Division-level meeting shall occur within 10 working days of the submission of the written grievance.

If the parties have not previously met, the Division Head or their designee will then meet with the Union (which may include the grievant and up to two other Union officials or Representatives). The Division head will respond in writing to the CODE President within 5 working days after the Step 1, Division-level meeting is held. Notification will be sent to the Union via City e-mail to the e-mail address: president@codegroup.org. The City or CODE may request a reasonable extension of all timelines in this section. All extensions must be in writing, signed by both the City and CODE, specify the length of time for the extension, and shall not be unreasonably denied. Email shall suffice.

STEP 2. Department Level

If the grievance is not satisfactorily settled at Step 1, the Union may, within 5 working days after receipt of the Step 1 answer, appeal the grievance to the Department Head. The Department Head or designee shall meet with the Union (which may include the grievant and up to two other Union officials or Representatives) within 10 working days in an attempt to adjust the grievance and shall render an answer in writing stating the reasons for granting or denying the grievance within 10 working days after the Step 2, Department-level meeting. The Department Head or their designee shall notify the Union via City e-mail to the e-mail address: president@codegroup.org. The City or CODE may request a reasonable extension of all timelines in this section. All extensions must be in writing, signed by both the City and CODE, specify the length of time for the extension, and shall not be unreasonably denied. Email shall suffice.

STEP 3. Mediation / Human Resources

In order to move the grievance to Step 3, the Union must notify the Human Resources Department of its intent to do so within 5 days of the receipt of the Step 2 answer, or it will be considered waived/settled.

Grievances that are not satisfactorily settled at Step 2 which involve contract interpretation (not related to discipline), and discipline matters involving suspensions of 24 hours or more (or equivalent loss of pay or vacation) will move directly to mediation. All other grievances will proceed directly to Human Resources unless the parties mutually agree to move a grievance to mediation. The Union may request, in lieu of mediation, that the Human Resources Director or designee(s) hear any grievance otherwise designated to go to mediation. All grievances heard by the Human Resources Director or designee(s) shall not be eligible for mediation.

Human Resources

Within 10 working days of submitting a grievance to the Human Resources Director, the Human Resources Director, or designee(s), along with departmental management when applicable, shall meet with the Union (which may include the grievant and up to two other Union officials or Representatives) in an attempt to adjust the grievance. The Human Resources Director or designee(s) shall, within 10 working days of the Step 3 Human Resources-level meeting, render an answer in writing (to the e-mail address:

president@codegroup.org) stating the reasons for granting or denying the grievance. The City or CODE may request a reasonable extension of all timelines in this section. All extensions must be in writing, signed by both the City and CODE, specify the length of time for the extension, and shall not be unreasonably denied. Email shall suffice.

Mediation

When a grievance is moved to mediation the Human Resources Director or designee(s), along with departmental management shall meet with the Union (up to three persons which may include the grievant) and a Mediator from the Federal Mediation and Conciliation Service (FMCS) in an attempt to adjust the grievance through the mediation process. The representatives attending for each party shall have complete authority on behalf of their party to enter into a binding agreement to resolve the grievance. If FMCS no longer offers free mediation, the parties agree to request a Mediator from the Ohio State Employment Relations Board (SERB). For grievances that are moved to Step 3, should free mediation from FMCS and from SERB no longer be available during the term of this agreement, all grievances will only be heard by the Human Resources Director designee, and if denied, may be moved to Arbitration.

STEP 4. Arbitration

If the grievance is not satisfactorily settled at Step 3, the Union may, within 20 calendar days after receipt of the Step 3 answer, submit the grievance to the Human Resources Director or his/her Designee for arbitration. Once the City has received notification, the Union has thirty 30 calendar days (from the date that the Union sent the notice to arbitrate) to move to select an arbitrator (and notify the City). The Parties agree to select and schedule an arbitrator within 90 days of the date the Union sent the notification letter to the Human Resources Director or his/her Designee. If a party fails to cooperate in good faith with the scheduling of the arbitration, the other party must provide the uncooperative party with 30 calendar days' notice alleging failure to cooperate. If the uncooperative party continues to fail to schedule the arbitration, the grievance will be settled in favor of the party alleging delay.

The City or CODE may request a reasonable extension of all timelines in this section. All extensions must be in writing, signed by both the City and CODE, specify the length of time for the extension, and shall not be unreasonably denied. Email shall suffice. The parties agree to utilize the Arbitration and Mediation Service ("AMS") and its rules for the administration of all arbitrations, including the establishment of a panel of five (5) permanent arbitrators to hear all arbitration cases between the parties. Within thirty (30) calendar days after the signing of the Agreement, the City and Union will request AMS to provide a panel of nineteen (19) arbitrators who maintain a business or home address within a two hundred (200) mile radius from the City of Cincinnati. Once the panel is received, the parties shall meet to review the panel and strike arbitrator names (seven strikes per party, losing party based on coin-flip shall go first), until five arbitrator names remain. These five arbitrators shall constitute as the permanent arbitrator panel. The parties further agree to select arbitrators from this panel to hear grievances on a rotational basis, starting in alphabetical order.

Once each year the parties will review the list of arbitrators. Either party may remove an arbitrator during this annual review. The replacement will be by mutual agreement or based on the rules mentioned above. The annual review will take place at the anniversary date of the Agreement.

In the absence of a permanent panel, Arbitration and Mediation Service Rules will prevail for the selection and administration process.

The parties may, only by mutual agreement, utilize an alternative arbitration service, and/or alternative rules for selecting an arbitrator.

The fees and expenses of the arbitrator shall be borne equally by the City and the Union. Furthermore, the aggrieved employee, his Union Representative, and the CODE President and any necessary witnesses shall not lose any regular straight-time pay for time off the job while attending an arbitration proceeding.

Section 8.3 Limitation on Authority of Arbitrator

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 question of whether there has been a violation, misinterpretation, or misapplication of the specific provisions of this Agreement based on the specific issue submitted to the arbitrator by the parties in writing. If CODE and the City agree to no joint written stipulation of the issue, the arbitrator shall be empowered to determine and decide the issue raised by the grievance as submitted in writing at the First Step. The arbitrator shall be without power to make recommendations contrary to or inconsistent with any applicable laws or rules and regulations of administrative bodies that has the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the City under law and applicable court decisions. The decision of the arbitrator, if made in accordance with the jurisdiction and authority granted to the arbitrator pursuant to this Agreement, will be accepted as final by the City, CODE and the employee(s), and all parties will abide by the decision, subject to any appeal rights allowed by the Ohio Revised Code.

Section 8.4 Time Limits

No grievance shall be entertained or processed unless it is submitted within the time limits specified in Step 1, Division Level. If a grievance is not presented within this time limit, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or an agreed extension thereof, it shall be considered settled on the basis of the last step answer. Failure at any step of this procedure to hold a meeting or communicate a decision on a grievance within the specified time limits shall permit the aggrieved party to treat the grievance as denied and to proceed immediately to the next step. The parties may, by mutual agreement in writing, extend any of the time limits set forth in this Article 8. All extensions must be in writing, signed by both the City and CODE, specify the length of time for the extension, and shall not be unreasonably denied. Email shall suffice.

ARTICLE 9: NO STRIKE/NO LOCKOUT

Section 9.1 No Strike

During the term of this Agreement, neither CODE nor any officers, agents or employees will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, secondary boycott, residential picketing, slowdown, sit-down, concerted stoppage of work, concerted

refusal to perform overtime, mass absenteeism, mass resignations, or any other intentional interruption or disruption of the operations of the City at any location, regardless of the reason for so doing. Each employee who holds a position of officer of CODE occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Section 9.1 Accordingly, CODE agrees to notify all CODE officers and representatives of their obligations and responsibility for maintaining compliance with this Article, including their responsibility to abide by the provisions of this Article by remaining at work during any interruption as outlined above.

In addition, in the event of a violation of this Section of this Article, CODE agrees to inform its members of their obligations under this Agreement and to encourage and direct them to work by all means available under its Constitution, By-Laws, or otherwise.

Section 9.2 No Lockout

The City will not lock out any employees during the term of this Agreement as a result of a labor dispute with CODE so long as there is good faith compliance with this Article, unless the City cannot efficiently operate in whole or in part due to a breach of Section 9.1.

Section 9.3 Penalty

The only matter which may be made the subject of any proceeding concerning disciplinary action imposed for an alleged violation of Section 9.1 is whether the employee actually engaged in such prohibited conduct. The failure to confer a penalty in any instance is not a waiver of such right in any other instance nor is it a precedent.

Section 9.4 Judicial Relief

Nothing contained herein shall preclude the City or CODE from obtaining a temporary restraining order, damages and other judicial relief in the event CODE, any employees covered by this Agreement, or the City violate this Article.

ARTICLE 10: LAYOFF/RECALL

Section 10.1 Layoffs

- (A) Layoffs and displacements may occur as a result of lack of funds and/or lack of work or job abolishment or job redesign. In any such event, layoff and recall will be in accordance with the Ohio Revised Code §124.32 and any applicable Civil Service Commission rule, except as may be superseded or amended hereafter. In lieu of layoffs, transfers to vacant positions between employing units will be made whenever possible.
- (B) The City will provide CODE with a copy of the “Layoff Statement of Rationale” at least 30 days prior to the effective date of a layoff whenever sufficient time permits or earlier whenever possible. This statement will explain the reason and justification for such layoff or displacement. Employees have the right to appeal the procedural aspects of layoff or displacement to the Civil Service Commission.

- (C) Whenever there is a reduction in the workforce, permanent employees who have passed their initial probationary period are the last to be laid off in a classification within their employing unit. Students, emergency employees, seasonal, provisional and permanent employees who have not passed their initial probation are laid off before full-time employees. Part-time employees are laid off before full-time employees. Employees displaced or designated for a layoff will fill existing vacancies within the employing unit first, provided they meet the qualification contained in the job description for the position.
- (D) If the employee whose position has been eliminated has more retention points than any other Division 0 employee occupying a position within the same employing unit and at the same or lower rate of pay but in a different classification series, and otherwise meets all of the qualifications required for the position pursuant to the published job description, then the employee with the fewest retention points will be displaced.

In no case will an employee “bump” another employee with more retention points.

- (E) When an employee is laid off, he or she will receive all wages due including, at the employee’s option, all accumulated vacation pay. Such payments will be made no later than the pay period after the layoff.
- (F) In the event of any changes in state law affecting this Article 10, the changes shall become a part of this Agreement unless CODE or the City objects. In that event, CODE and the City have fourteen 14 days from the effective date to notify the other party of their objection. The parties agree to meet and confer. Any deviation from state law will be effected by a Memorandum of Understanding. If no agreement can be reached, then state law prevails.
- (G) The City agrees to provide CODE representatives a minimum of sixty (60) days notice and the opportunity for input if CODE positions are considered for elimination. Further, the City agrees to work with CODE to minimize any layoff of CODE members.

Section 10.2 Recall

- (A) A layoff recall list by classification will be maintained by the Human Resources Department and will be available to CODE upon request. Upon creation of a new layoff recall list the City shall immediately provide CODE with that layoff recall list. Any employee who is laid off will remain on the layoff recall list for 24 months. Affected employees will be placed on the layoff and recall list by classification and in descending order of retention points. Employees will be recalled to their classification in their employing unit in the order their names appear on the layoff and recall list. Employees may also be recalled to other layoff jurisdictions when vacancies occur and there are no laid off employees from that jurisdiction. In the event an employee desires to return to a classification other than the classification he or she held at the time of layoff, the employee must be qualified for the position according to the City’s job specification for the position.

(B) In the event the City Manager identifies an employing unit for non-bargaining unit downsizing, which will have a negative impact as a result of “bumping” within the bargaining unit, then no later than 30 days prior to the actual job elimination and “bumping”, the City and CODE, or appropriate subgroup will meet to discuss the impact of the downsizing on the bargaining unit. The City Manager does not relinquish the inherent management rights regarding downsizing and layoffs.

ARTICLE 11: VACATION

Section 11.1 Vacation Accruals

Permanent employees working at least ¾ time are eligible for vacation accrual. Vacation is earned and charged in the same proportion to full-time as the employee’s work schedule is to full-time.

Employees who are in leave without pay status for less than 40 hours within a pay period will earn his or her full vacation credit. Employees who are absent without leave for 40 hours or more within a pay period shall earn one week’s credit.

For purposes of determining vacation accrual, employees shall receive credit for any prior full-time City of Cincinnati service. If an employee has a break in full-time service with the City, the employee’s original seniority date will be adjusted to reflect the break in service. Employees retain their original vacation seniority date for any break in service due to layoff, military time, or approved leave without pay.

Employees eligible for vacation accrual under this section shall earn vacation in accordance with the following schedule:

SENIORITY	Hours Earned Per Pay Period	Vacation Days that Should be Taken Per Year	Maximum Allowable Balance of Accrued Vacation Hours
Less than 4 years	3.7 hours	12 days	190 hours
4 years up to 9 th	5.0 hours	16 days	270 hours
9 years up to 14 th	5.6 hours	18 days	305 hours
14 years up to 19 th	6.5 hours	21 days	350 hours
19 years up to 24 th	7.4 hours	24 days	395 hours
24 Years and Up	9.0 hours	29 days	480 hours

Section 11.2 Approval by Appointing Authority

All vacation leaves shall be taken at such time as may be approved by the Appointing Authority or designee. Vacation leave may be taken in increments as small as one-tenth (1/10th) of an hour with the approval of the Appointing Authority.

Section 11.3 Payment upon Separation from City Service

An employee with vacation accrual who is about to be separated from City service through resignation, discharge, retirement, or layoff and who has unused vacation leave to his/her credit, shall be paid at the employee's hourly rate of pay at the time of separation in a lump sum (less applicable withholding) for each hour of unused vacation leave, less any amounts owed by the employee to the City, provided, however, that such payment shall not exceed the maximum number of vacation hours outlined in Section 11.1. However, an employee who is involved in a layoff and who has unused vacation leave to his/her credit at the time the layoff is effective, may choose, in lieu of a lump sum cash payment for such unused vacation credit, to leave such vacation credit on account to be restored to his/her credit upon reemployment with the City, provided such reemployment occurs within 1 year. If the reemployment does not occur within 1 year, then any unused vacation leave left on account will be paid in lump sum to the employee, as provided for in this Section 11.3.

Section 11.4 Payment upon Death

When an employee dies, any and all accrued, and unused vacation leave to his/her credit shall be made payable to the beneficiary designated on the employee's City guaranteed life insurance policy within sixty (60) calendar days. In the event that the employee has no designated beneficiary, said unused vacation leave shall be paid to the employee's estate. Such payment shall be made payable at the employee's hourly rate of pay at time of death in a lump sum (less applicable withholding), less any amounts owed by the employee to the City.

Section 11.5 Purchase of Vacation Hours

- (A) Each employee represented by CODE shall have the right to purchase up to one hundred and twenty (120) hours of vacation time during each payroll year at their standard hourly rate if the employee has less than 80 hours of vacation accrued at the time of purchase. The employee may purchase up to eighty (80) hours of vacation time at once. The employee may not purchase additional vacation time until the employee fully repays the City for all previously purchased vacation time. Once the previous vacation time purchase is repaid, the employee may purchase additional vacation time up to one hundred and twenty (120) total hours.
- (B) Employees wishing to purchase vacation shall do so over 26 pay periods, or fewer, via payroll deduction. Employees must also sign an agreement to reimburse the City if the employee leaves City service prior to the end of the repayment of all purchased vacation time.

ARTICLE 12: HOLIDAYS

Section 12.1 Holidays Observed

Employees working at least $\frac{3}{4}$ time, shall be entitled to 11 paid holidays as set forth below.

- (1) New Year's Day, January 1
- (2) Martin Luther King's Birthday, the third Monday in January
- (3) President's Day, the third Monday in February
- (4) Memorial Day, the last Monday in May
- (5) Juneteenth, June 19
- (6) Independence Day, July 4
- (7) Labor Day, the first Monday in September
- (8) Veterans' Day, November 11
- (9) Thanksgiving Day, the fourth Thursday in November
- (10) Day After Thanksgiving Day, Friday after Thanksgiving
- (11) Christmas Day, December 25
- (12) In addition to the above holidays, any day declared by the City Manager as a holiday or day of mourning shall also be counted as a holiday, but only for that calendar year.

Employees working $\frac{3}{4}$ time shall be paid the same number of hours for the Holiday that he normally works, not to exceed 8 hours.

Section 12.2 Personal Business Day

Each full-time or $\frac{3}{4}$ time bargaining unit employee shall receive one (1) Personal Business day per year to conduct personal business that cannot be conducted outside of the regular workday. This shall be paid in one, eight (8) hour block (6 hours for employees working $\frac{3}{4}$ time). The Personal Business Day shall be granted to the employee at the beginning of pay period two (2) each year and may be taken at any time prior to the end of pay period one of the following year subject to the restrictions set forth herein. Days shall not accumulate. The use of this Personal Business Day is subject to the usual operational need requirements.

Section 12.3 Eligibility and Pay

- (A) If the actual holiday falls on a Sunday, then the following Monday is considered the holiday. If the actual holiday falls on a Saturday, then the preceding Friday is considered the holiday.
- (B) Employees earn double time for the number of hours worked on the observed (Monday or Friday) holiday in addition to 8 hours pay for the holiday. This also applies if the actual holiday falls on Monday through Friday and is worked.
- (C) If the actual holiday falls on Saturday or Sunday and is worked, regular overtime applies.

Section 12.4 Nonstandard Shift

Employees working normal daytime hours but including weekends and employees working normal rotating shifts on seven day operations:

- (A) Earns holiday pay (double time) for the number of hours worked on the actual holiday, not the observed holiday, in addition to his/her normal 8 hours pay for that day. For example, if an employee's normal off days are Tuesday and Wednesday, and the actual holiday falls on Sunday and is observed on Monday, the employee receives double time for the number of hours worked on the actual holiday plus 8 hours pay for the actual holiday. If the employee also works on the observed holiday, he/she will be paid at straight time.
- (B) If the actual holiday falls on the employee's normal off day, the employee must be given another day off or another day's pay.
- (C) If the employee is given another day off and the actual holiday falls on his/her first off day, then he/she receives the day off preceding the actual holiday. If the actual holiday falls on his/her second off day, then he/she receives the day off after the actual holiday.

Section 12.5 New Employee

A new employee whose first workday is a holiday receives pay for that holiday provided he/she works the rest of the week.

ARTICLE 13: SICK LEAVE

Section 13.1 Rate of Accrual

- (A) Permanent and provisional employees who work full-time earn four hours of sick leave per bi-weekly pay period (2 hours for each 40 hours of service).
- (B) Employees who work at least $\frac{3}{4}$ time but less than full time earn a prorated amount.
- (C) In case of absence without pay during a bi-weekly pay period, 4 hours SWP will be earned if the employee is in a pay status more than 40 hours. Two hours SWP will be earned if the employee is in a pay status for 1 to 40 hours inclusive in the pay period.
- (D) Employees do not earn SWP while on IWP leave or receiving donated time.

Section 13.2 Break in Service

- (A) Persons who re-enter City service as a permanent employee within 1 year (including those who re-enter City service by new examination) shall be credited with any accumulated sick leave balance remaining at the end of their previous service. This provision includes persons reinstated or rehired to City service.

Exception: Employees hired into a City position who are receiving a pension as a

result of previous employment with the City shall not be credited with the sick leave balance they had when separated from their previous City employment. They shall start their second employment period with the City with a sick leave balance of zero.

- (B) Persons returning to full-time employment after an interval of part-time employment that was immediately preceded by full-time employment with no break in service shall be credited with any accumulated sick leave balance at the end of their previous full-time service.
- (C) No credit is given if the employee was out of service more than one year, except because of military leave; returned to work within two years of medical separation; or recalled within three years from a Police or fire layoff list. In such cases, complete Form 3-S to credit the employee with his previously earned SWP balance.

Section 13.3 Previous Ohio Public Employment – Sick Leave Balance Transfer

Employees who have been previously employed by either the City of Cincinnati or another Ohio public employer may transfer any unused sick leave credit to their City sick leave balance.

To be eligible for this benefit, the following criteria must be met:

- (A) The employee must be a full-time employee of the City.
- (B) The employee must have been hired by the City on or after February 4, 1987. Employees have six years from their date of hire to submit a request to transfer sick time. Employees must make such requests within ten years of the last date of their previous public employment.
- (C) The employee must provide documentation of the sick leave balance to be transferred. This can be accomplished by a letter from the previous public employer stating the unused sick leave balance held by the employee. The City reserves the right to take reasonable steps to ensure the accuracy of any documentation provided by the employee.
- (D) The employee must request this sick leave balance benefit in writing, with the supporting documentation, to the Human Resources Director.

Section 13.4 Donated Time

Permanent, provisional, and part-time (working at least $\frac{3}{4}$ time) employees may receive donated time with the approval of the employee's agency and under the following circumstances:

- (A) It is a legitimate use of SWP, SWP-F (Sick with Pay–Family), SWP-M (Sick with Pay- Maternity), or SWP-D (Sick with Pay–Death) in cases of catastrophic illness or cases that result in extreme hardship for the employee. Prior approval from the Human Resources Director or designee must be obtained by the department for donated time to be used.

- (B) The initial request for approval from the Human Resources Director or designee may be sent when the employee's total leave balances are below 80 hours; however, donated time may not be credited to the employee until they have exhausted all of their own SWP, vacation and compensatory time.
- (C) Time donated is deducted from the donor's vacation balance or comp time balance not SWP balance, unless otherwise permitted by this labor agreement.
- (D) The number of hours credited to the employee receiving the donation depends on the employee's rate of pay as compared to the rate of pay earned by the donor. If the donor earns less than the donee, the hours donated will be prorated. If the donor earns more than the donee, the hours credited will be greater than those donated. The list of donors with accompanying calculations must be forwarded to the Human Resources Department for verification and approval.
- (E) Employees receiving donated time do not accrue vacation or sick leave unless the employee is working part-time. Then the employee will earn vacation and sick leave under the rate of accrual for employees working less than 80 hours. In addition, employees on donated time do not receive holiday pay. No new benefits can be earned by the employee receiving donated time (*e.g.*, vacation, sick leave, holidays). Therefore, 8 hours must be donated for any workday of the week on which a holiday falls.
- (F) Donated time cannot be used to prolong an employee on the payroll in order to make him/her eligible for any retirement benefits.
- (G) When an employee returns to work, any donated time that has not been used will be removed from the employee's list of donors. Upon returning to work, an employee begins to accumulate vacation and sick time that must be used before any additional donated time can be requested from other employees.

Section 13.5 Types of Sick Leave

Available to all full-time, bargaining unit employees:

- (A) SWP (Sick With Pay)
 - Granted when an employee is physically unable to work due to illness, off-duty injury, or official quarantine, or for routine medical and dental appointments (as described in C below). Sick leave must be approved by the supervisor.
 - (1) Sickness or injury caused by outside employment cannot be charged to SWP. Vacation or compensatory time may be used.
 - (2) If the agency questions the treating physician's diagnosis or the length of absence, the employee may be sent to the City Physician for evaluation. The City Physician's decision is final.
 - (3) Full-time bargaining unit Employees shall be granted SWP-MDL (Medical/Dental Leave) not to exceed a total of 24 hours per payroll year for

medical and dental appointments for the employee or a minor child. To be eligible for MDL, Employee must provide a note from the medical or dental provider that confirms attendance at the appointment.

- (4) SWP may be approved for attendance at an appropriate substance abuse treatment program. Attendance at the Public Employees Assistance Program (PEAP), beyond the first visit, is on the employee's own time.
- (5) Sick leave, if available, must be used for time off because of illness, off-duty injury, or official quarantine. Vacation or compensatory time may not be used in such situations unless SWP has been exhausted. An exception to the requirement that an employee's sick leave balance be exhausted may be granted by the department director under the following circumstance:
 - (i) To avoid loss of vacation when an employee is at the maximum allowable balance.

(B) SWP-F (Sick With Pay – Family)

Usage of leave for illness in the family varies according to the composition of the immediate family (spouse, parent, parent-in-law, child, sibling or member of the immediate household) and the seriousness of the case. Sick With Pay- Family shall be granted for the following reasons:

- (1) Official quarantine – for the duration of the quarantine. Official quarantine may only be imposed by a City, County, or State Health Official authorized to do so.
- (2) To care for and make arrangements for a sick member of the immediate family – up to one day. Additional time (not to exceed four days) may be granted by the immediate supervisor provided the employee submits written verification by the treating physician.
- (3) Serious accidents, major or minor surgery, critical or sudden illness involving a member of the immediate family – up to one day. Up to a maximum of one week of additional sick leave may be granted by the immediate supervisor and two week of additional sick leave may be granted by the agency head. The employee must provide written verification by the treating physician.
- (4) Childbirth – the non-birthing parent of the child shall receive one day on the day the child is born and one day on the day the child is brought home.

The employees covered under this Agreement shall be eligible for Parental Leave under the City's current Parental Leave policy. If the City's Parental Leave benefit is terminated at any time, the parties will revert back to the language above in (B)(4). If the Parental Leave is modified, CODE may elect to apply the foregoing language.

(C) SWP-M (Sick With Pay – Maternity)

Granted for the period during which the employee is physically unable to work due to: pregnancy, childbirth, miscarriage, a related medical procedure, or

recovery there from.

- (1) The usual amount of time off granted for a normal delivery is six weeks. Time off longer than the six weeks requires a doctor's note indicating when the mother will be medically able to return to work.
- (2) The employee must notify her supervisor approximately two weeks in advance of her expected date of departure. Employees experiencing unexpected emergencies will not be penalized for failure to give proper notification.

(D) SWP-D (Sick With Pay – Death)

Length of leave depends on the following:

- (1) Death of the immediate family – (spouse, parent, step-parent, parent-in-law, grandparent, child, sibling, grandchild, legal guardian or member of the immediate household). Four days.
- (2) Death of any other relative - one day to attend the funeral. A maximum of five days a calendar year can be used to attend funerals of relatives not in the immediate family. Other relatives include blood relatives of the employee, sister and brother-in-law, grandparents-in-law, uncles, aunts, nieces and nephews of the employee's spouse. Relatives do not include previous spouses or relatives of such previous spouses, or in-laws other than those named.

(E) SWP-A (Sick With Pay – Adoption)

Granted to employees in the same manner as SWP-M and SWP-F(childbirth).

- (1) The employee must notify the supervisor at least two weeks in advance of the arrival of the adopted infant. However, emergency situations will not automatically result in denial.
- (2) No newly adopted child over 2 years of age shall be covered by this benefit.

The employees covered under this Agreement shall be eligible for Parental Leave under the City's current Parental Leave policy. If the City's Parental Leave benefit is terminated at any time, the parties will revert back to the language above in (B)(4). If the Parental Leave is modified, CODE may elect to apply the foregoing language.

(F) SWOP (Sick Leave Without Pay)

May be granted when an employee is sick or injured but does not have a sick leave balance or other available balances. May also be granted when necessary to qualify for long-term disability insurance or workers compensation benefits.

- (1) Employee must follow proper reporting procedure and provide requested proof. Failure to do so may result in being recorded as AWOL.
- (2) SWOP may not exceed one year. A medical evaluation may be required

before return to work.

Section 13.6 Verification for SWP and/or SWP-F Usage

- (A) Definitions:
 - (1) Instances: An “instance,” for purposes of this Article is defined as an occasion lasting for 2 or more hours regardless of duration.
 - (2) Physician: For purposes of this Article, “physician” shall mean licensed doctoral- level healthcare provider or Nurse Practitioner who is providing the treatment.

- (B) Five 5 or more instances: An employee with 5 or more instances of SWP, SWP-F, or any combination of the two during the 12-month period beginning and ending with the employee’s annual performance rating date, will be required to provide a physician’s verification of illness and inability to work, or in the case of SWP-F, provide verification of the illness of the involved family member from an appropriate official including: physician, school principal or designee, licensed daycare provider, or other licensed healthcare professional.

- (C) Duration of Instance: If any instance of SWP exceeds 3 consecutive workdays, the supervisor may ask for a physician’s verification.

- (D) Usage of greater than 80 hours: At any time during the 12 month period beginning and ending with the employee’s annual performance rating date, when an employee’s accumulation of SWP and SWP-F usage totals 80 hours regardless of the number of instances, the supervisor may review the usage and choose to request a physician’s verification for any subsequent usage during the 12 month period.

- (E) Patterned Usage: When an employee shows a pattern of usage of SWP and/or SWP- F as evidenced for example by a frequency or pattern contiguous to weekends, holidays, or vacation, a physician’s verification of illness and inability to work will be required after 3 instances during the 12 month period beginning and ending with the employee’s annual performance rating date.

- (F) If a physician’s verification is requested, the employee shall have three (3) full working days from the employee’s return to work to provide the verification.

Section 13.7 Annual Sick Leave Conversion (Buy Back)

- (A) Time sold back will be deducted from the employee’s accumulated balance. Only sick time hours accumulated with service as an employee with the City of Cincinnati may be sold back.

- (B) Each payroll year CODE employees may convert up to 80 hours of unused sick leave to cash at the rate of 80 hours for 53 hours paid if they meet the following criteria:
 - (1) Have a sick leave balance of 600 hours or more, OR

- (2) Have a sick leave balance of 200 to 599 hours and have used 24 hours or less sick leave in the past 26 pay periods of the preceding year. SWP-D, and SWP-MDL (medical/dental leave) are not counted in determining the 24-hour criteria.
- (C) An employee that is eligible and wishes to convert sick leave to cash must notify the appropriate payroll authority before January 10 of the same year payment is made. Payment will be made at the rate of pay in effect in pay period 26 of the preceding year.

Section 13.8 Personal Leave Reciprocity for Responsible Usage Of SWP / SWP-F

Beginning on January 1, 2013, the following personal leave reciprocity plan will become effective:

- (A) Permanent employees will earn 8 hours of personal leave time if they use no more than 8 hours of SWP and SWP-F combined between pay period 2 and pay period 14 of each year, if they have a balance of 50 hours of SWP at the end of pay period 14. Personal leave time earned for this period may be taken from pay period 15 through the end of pay period 1 of the following year. Personal leave time must be scheduled with the approval of the supervisor.
- (B) Permanent employees will earn 8 hours of personal leave time if they use no more than 8 hours of SWP and SWP-F combined between pay period 15 through the end of pay period one 1 of the following year, if they have a balance of 50 hours of SWP at the end of pay period one 1. Personal leave time earned for this period may be taken from pay period two 2 through pay period fourteen 14. Personal leave time must be scheduled with the approval of the supervisor.
- (C) Personal leave time credited in any half year period must be used in the time periods stated above, or the time will be forfeited. There will be no accrual of personal leave time.

ARTICLE 14: SICK TIME DONATION PROGRAM

Section 14.1 Purpose

In addition to the City’s current vacation and comp time donation program, which the City agrees to maintain during the term of this agreement, this Sick Time Donation program is to assist full time CODE employees, eligible to earn accruals, who have exhausted all of their own SWP, vacation and comp time as a result of an illness or injury. Eligible CODE employees may donate sick time hours in addition to vacation and comp hours for sick usage/donation only.

Section 14.2 Conditions

An employee may utilize the time donation program only if all of the following conditions are met:

- (A) The CODE employee must have exhausted all of their own SWP, vacation and comp time available to him/her to be eligible for this benefit; and
- (B) The CODE employee shall submit an application requesting donation of leave to the Human Resources Director or designee. The application shall include acceptable medical documentation of illness or injury including diagnosis and prognosis. The injury or long-term illness must require the employee to be away from work for at least two (2) full pay periods. This application shall be on a form mutually agreed to by the City and CODE; and
- (C) The Human Resources Director or designee shall determine that the CODE employee is eligible to receive leave; and
- (D) The approved application shall be forwarded to CODE. CODE shall post a notice on CODE bulletin boards that the eligible employee may receive donations of leave and may use the City's email system to request donations of leave from other CODE employees; and
- (E) Donated leave shall be considered sick leave but shall never be converted into a cash benefit.

Section 14.3 Employees Donating Time

- (A) An employee desiring to donate leave shall submit a completed time donation form to the Division payroll office.
- (B) It is understood that all leave donations are voluntary.
- (C) All donated leave shall be paid at the regular hourly rate of the employee donating the leave, not at the regular hourly rate of the employee receiving the donation.
- (D) Leave may be donated in increments of at least four (4) hours. This is a completely voluntary program. A decision made by the City regarding acceptance or rejection of an application for donations shall be final and the same shall not be subject to the grievance and arbitration procedure.
- (E) CODE employees may donate hours on a 1-for-1 basis, up to a maximum of 40 hours per year.

ARTICLE 15: HOURS OF WORK & OVERTIME

Section 15.1 Application of Article

This Article is intended only as a basis for calculating overtime payments for overtime eligible front-line field employees, as set forth in Appendix B and to generally describe the parameters for employees' work schedules, and nothing in this Article or Agreement shall be construed as

a guarantee of hours of work per shift, per week, or any other period.

Section 15.2 Changes in Normal Work Schedule, Work Period & Workday

Should it be necessary in the interest of efficient operations to establish schedules departing from the normal or established work schedule, work period, workday or shift, the Appointing Authority or his/her designee will give forty-eight (48) hours' notice where practical of such change to the individuals affected by such change.

Section 15.3 Overtime/Compensatory Time

- (A) CODE front-line field employees working with Division 1 field employees (as listed in Appendix B) shall earn overtime at 1 ½ their rate for hours worked in excess of 40 hours per week. During each pay period in which the employee earns overtime, the employee may elect to be paid overtime in cash or compensatory time (subject to the limit in Section 15.3(D) and the City's Human Resources Policies and Procedures), both at 1½ times the employee's regular rate. Effective upon date of ratification of the 2019 Agreement, pre-approved vacation or compensatory time, pre-scheduled sick leave (*e.g.* scheduled surgery), or any sick leave absence accompanied by a valid physician's verification of illness, and Holidays listed in Section 12.1 shall count toward the 40-hour threshold.
- (B) Call-out pay: In addition to overtime provided in Section (A), employees listed in Appendix B who are called out to perform emergency work not adjacent to their normal work schedule shall be paid for the hours worked at the overtime rate. All overtime must be approved in advance by the employee's supervisor. This provision shall be effective upon ratification of the 2008 Agreement.
- (C) Compensatory time may be earned in lieu of cash payment only for authorized time worked on an overtime basis. Compensatory time account balances shall be maintained in units of tenths (10th) hours. Departments retain the right to require employees to use their compensatory time in accordance with existing policies.
- (D) Compensatory time may be accrued to a maximum of 80 hours, unless the needs of the department require otherwise, subject to approval by the Human Resources Director. Compensatory time may be carried over to the following years. No employee of CODE who is a front-line employee under Appendix B shall be required to accumulate more than 80 hours of comp time, unless the needs of the department require otherwise, subject to approval by the Human Resources Director.
- (E) Bargaining unit employees who are not listed in Appendix B as overtime eligible may be eligible to earn overtime at the straight time rate in extraordinary circumstances such as catastrophic occurrence, events that potentially or actually interfere with the timely delivery of service to the public and may not be reasonably anticipated, and/or special events. Such overtime must receive Department Director approval and cannot exceed 7% of an employee's annual salary without the City Manager's approval.
- (F) On-Call Pay: IT employees in the positions of Computer Programmer Analyst (CPA), Computer Systems Analyst (CSA), Senior Computer Programmer Analyst (SCPA), and Technical Systems Analyst (TSA) who are required to carry a cell phone or other

device in order to provide support such as 24/7 support on the City's critical systems are considered on-call (stand-by) status during the hours outside of their regular work schedule. This provision also applies to employees in these four classifications that have elected to carry personal cell phones rather than City-issued phones.

Employees designated in an on-call status shall be compensated as follows:

Regular On-Call (Weekdays): \$15.00/day
Weekend days or City-published holidays: \$20.00/day

On-Call employees are expected to answer emergency calls immediately upon receipt. However, under unforeseen circumstances, on-call employees shall be granted 45 minutes to respond to emergency calls. If the emergency call requires the employee to travel to a work site location, the employee shall be provided a reasonable time to arrive at the work site location after the call is received.

Employees in a no-pay status are not eligible to participate as on-call employees. "No-pay status" is defined in this collective bargaining agreement as time an employee is on unpaid suspension, on leave without pay, or is absent without leave.

Section 15.4 Flex Time

The City and CODE understand the need for employees to work Flexible Work Schedules to cover office hours and reduce overtime costs. The City has the right to demand that an employee perform a work-related function outside of the normally established business hours of that employee. The employee may choose to flex these hours worked within that pay period.

However, if circumstances do not permit the employee to do so, either because of the needs of the employer or the employee, the employee may accrue flex time at a straight rate, in accordance with 15.3(A) above. Flex time shall be used within 24 months of accrual absent extenuating circumstances. Use of flex time is subject to Departmental approval based on operational needs. It is understood that there is no absolute right to use all accrued flex time prior to resignation or retirement. Flex time pursuant to this Article shall have no cash value under any circumstances.

ARTICLE 16: WAGES & COMPENSATION

Section 16.1 Salary Schedule – Step

The salary schedule-steps for bargaining unit employees, effective March 23, 2008, shall be as set forth in Appendix C. Salary step-ups shall become effective on the first day of the pay period of the employee's performance review date following the effective date of this Agreement. A salary Step-up is contingent upon receipt of at least a "Meets Expectations" (or equivalent) on the employee's most recent performance review, unless that review is not timely, in which case the employee shall automatically receive his/her step-up.

Employees should receive their performance evaluation on or before their anniversary date. If

the subsequent rating is lower than “Meets Expectations,” the employee shall retain the Step-up increase associated with the rating period.

Section 16.2 Cost of Living Adjustment (COLA) or General Wage Increases

Effective March 20, 2022, all employees in the bargaining unit shall receive a COLA wage increase of 5%.

Effective March 19, 2023, all employees in the bargaining unit shall receive a COLA wage increase of 4%.

Effective March 17, 2024, all employees in the bargaining unit shall receive a COLA wage increase of 3%.

The year one increase is retroactive to and including March 20, 2022. The retroactive payment shall be paid in full no later than the close of Pay Period twenty-five (25), ending on November 26, 2022. All retroactive wage increases shall be pensionable for members and employees of the bargaining unit, including without limitation individuals who retired after the effective date of the increase but before execution and approval of the Agreement.

Section 16.3 Working Out of Classification

- (A) This process shall be utilized in lieu of the Civil Service Temporary Promotion process contained in Civil Service Rule 10, Section 10 (or as may be amended).
- (B) Employees who are temporarily assigned the duties of a higher classification, shall be placed at the salary step which gives them at least a 5% increase above the employee’s current rate of pay for each hour worked in the higher class per workday. Employees that do not complete at least one hour per workday in a working out of class assignment shall not be entitled to working out of class pay for that workday.
- (C) Working out of class assignments shall not exceed 6 pay periods without the express approval of the Department Director or designee. After 6 pay periods, the assignment shall be rotated among all other available employees in the work unit. In order to extend an employee’s working out of class assignment past 6 pay periods, the Department must show that an operational hardship and/or serious inequity will result if the working out of class assignment is not extended. For example, the assignment may be extended past 6 pay periods if there are no other available employees in the work unit to whom the assignment can be rotated. Upon request, the Department shall communicate the operational hardship and/or serious inequity to Central Human Resources.
- (D) Upon receiving notice that a working out of class assignment has exceeded 6 pay periods and the reason(s) outlined above are not met, Central Human Resources shall discontinue the working out of class assignment and the employee shall be restored to their previous classification and previous rate of pay.
- (E) When an employee in the CODE Bargaining Unit is assigned to work out of class,

the employee's Division Head or designee shall send an email to CODE (president@codegroup.org) with the employee's name, current classification, position into which they have been assigned, and starting and ending date of the working out of class assignment.

Section 16.4 Salary Increase Upon Permanent Promotion

Effective upon ratification of this Agreement, an employee who is permanently promoted to a CODE position shall be placed at the salary step which gives him/her at least a 10% increase, but no more than the step closest to a 10% increase over what the employee was previously earning. An employee who laterally transfers to a CODE position shall be placed at the salary step closest to his/her current wage rate that does not result in a loss of pay.

Section 16.5 Shift Differential

- (A) Employees assigned to a shift ending between 6:00 p.m. and midnight shall receive a shift differential of eighty (.80) cents per hour in addition to their regular rate of pay.
- (B) Employees assigned to a shift ending after midnight and before 10:00 a.m. shall receive a shift differential of ninety-five (.95) cents per hour in addition to their regular rate of pay.
- (C) Employees on rotating shifts: differential shall be paid to the employee who works the shift regardless of whether scheduled or relieving another employee, except it shall not be paid when sick or on vacation.
- (D) Shift differential shall be included in the regular rate used to compute overtime compensation and holiday pay. Shift differential shall be paid starting with the first day of such assignment.
- (E) A shift worker is paid the shift differential, if any, attached to his/her assigned shift for all continuous hours worked if he/she is not filling in for another employee on the shift before or after his/her assigned shift.

Section 16.6 Deferred Compensation

Employees who receive a bi-weekly paycheck are eligible to participate in either the Mission Square Retirement Corporation's Deferred Compensation Plan or the State of Ohio Deferred Compensation Plan. Effective at the beginning of payroll year 2022, the City shall match each employee's contribution to their deferred compensation account in an amount up to \$750.00 annually.

Section 16.7 Mileage

Mileage will be paid in accordance with federal guidelines.

ARTICLE 17: INSURANCE

Section 17.1 Health & Hospitalization, Prescription Drug, Disability, Dental & Vision Coverage

The City shall continue to make available to employees and their dependents substantially similar group health and hospitalization insurance, prescription drug, long term disability, dental and vision coverage and benefits as existed immediately prior to the effective date of this Agreement. The health and hospitalization plan in effect for all bargaining unit employees shall be the City's "80/20 Plan", as described in Appendix D.

Employee monthly health insurance contributions shall be capped at \$85 per month for a single plan, and \$200 per month for a family plan for the duration of this agreement.

Section 17.2 Terms and Conditions

Employees wishing to change from a single to a family contract must notify the health plan within 30 days of their change in family status. Failure to notify within the 30 day time period will result in the employee having to wait until the next enrollment period to change the coverage from single to family. A family contract in the name of one spouse may be transferred to the name of the other spouse at any time.

An employee in a non-pay status shall have health care plan insurance premiums paid by the City for a maximum of 3 months while he/she is in such status. If the employee drops the coverage during such period, he/she may renew membership with full coverage as of their first day back in City service provided the employee completes a new application form.

ARTICLE 18: GENERAL PROVISIONS

Section 18.1 Residency Requirement

There shall be no residency requirement for CODE employees.

Section 18.2 Seniority

Seniority shall be an employee's length of continuous service with the City or continuous length of service in a job classification where only classification seniority is applicable.

- (A) An employee shall have no seniority for probationary period, but upon successful completion of the probationary period seniority will be retroactive to the original date of hire.
- (B) Seniority shall be broken when an employee:
 - (1) Resigns, unless reinstated within one (1) year.
 - (2) Is discharged for just cause.
 - (3) Is laid off and not recalled within time limits as determined by the Civil Service Commission.

- (C) For purpose of vacations within divisions, seniority shall be applied as provided by written policies and regulations of the divisions, as approved by the Department Director.
- (D) The City shall provide CODE, upon request, with a seniority list of all employees within the bargaining unit. The list shall be provided within 14 calendar days of the request. The seniority list shall contain the name, job classification, department, and date of classification entry of all employees in the bargaining unit.
- (E) The City shall provide CODE with a bi-weekly list of all new hires in the bargaining unit along with the employee's name, address, classification, and department.
- (F) Seniority for benefits such as vacation, sick leave, longevity pay, and health care benefits are covered in those specific articles of this Agreement.

Section 18.3 Ratification and Amendment

This agreement shall become effective when ratified by the City Council and CODE and signed by authorized representatives thereof and may be amended or modified during its term only with mutual written consent of authorized representatives of both parties.

Section 18.4 Uniforms

Employees who are required by the Appointing Authority to wear a prescribed uniform in the performance of their duty as City employees shall have such uniforms and replacements furnished by the City in accordance with rules established by the Appointing Authority.

Section 18.5 Health and Safety

It is the responsibility of every department to provide the safest working conditions, tools, equipment and work methods for employees. Management and labor must see that all safety rules and good working methods are used by all employees. It is the duty of all employees to use the safety rules and safe methods recommended for their safety. Violations of safety rules are to be considered the same as violation of any other department rule.

Section 18.6 Agreement Copies

The City and CODE will jointly select a printer to print copies of the final signed version of this Agreement. CODE shall pay for the copies for CODE employees.

Section 18.7 Vacancies and Transfers

- (A) An unfilled position becomes a vacancy only when the Appointing Authority or designee determines to post the position. The City will make a good faith effort to adjust the schedule of an employee who applies for a promotion, transfer, or voluntary demotion in another department of the City, in order to permit the employee to interview and/or test for that position. Vacancies in positions above a lower rank or grade of any category in the bargaining unit shall be filled insofar as practical by promotion of eligible and qualified employees. All employees who fill these

vacancies shall have gone through the initial screening process for that rank or grade. All classifications in Appendix A shall not be filled by unqualified persons.

- (B) Vacancies within the CODE bargaining unit may be filled by the following methods:
- (1) May be filled by Intradepartmental Posting / Determination of Interest;
 - (2) May be filled by Interdepartmental Transfer from within the CODE Bargaining Unit (same classification transfers or classifications listed in Appendix A-1);
 - (3) May be filled by voluntary demotion;
 - (4) If not filled by the routes outlined above in 1-3, positions shall be filled by the route(s) outlined below.
- (C) If the below listed classifications are not filled by transfer or demotion, the position shall be filled using a competitive examination process if there are fifteen (15) or more qualified applicants. These positions shall be posted as open competitive, and the City shall create a single eligible list containing qualified promotional and open candidates. The City may select candidates from the combined list without regard to whether the candidate is Open or Promotional.

Administrative Technician
Assistant Supervisor of Customer Service (including parentheticals)
Building and Grounds Maintenance Crew Leader (including parentheticals)
Emergency Services Dispatch Supervisor (including parentheticals)
Plant Maintenance Supervisor
Service Area Coordinator (including parentheticals)
Parks/Recreation Maintenance Crew Leader (including parentheticals)
Parks/Recreation Programming Coordinator
Supervisor of Maintenance
Sewer Maintenance Crew Leader

- (D) All classifications not listed in Section C above that are not filled through transfer or demotion shall be filled using a non-competitive process, unless the City in its exclusive election, decides to administer a competitive examination. Noncompetitive process is defined as a review of the applicants to determine if the applicants meet the minimum qualifications for the position. This section shall also apply to all classifications listed above in Section C if there are fewer than fifteen (15) qualified applicants.
- (E) CODE employees shall not be prohibited from laterally transferring into non-CODE positions (and vice versa) solely due to a difference in the salary ranges of the two positions, if the two positions had identical salary ranges as of the date of creation of the bargaining unit. However, no employee shall be paid a salary greater than the range established by this Agreement for his/her position.
- (F) Within the first 12 months of employment in a bargaining unit position, the employee may transfer, promote, or demote to another City position. The current employing unit may delay departure of the employee up to a maximum of three pay periods, provided, however, that the delay does not jeopardize the employee's ability to

complete the transfer, promotion, or demotion.

ARTICLE 19: SAVINGS

Section 19.1 Gainsharing Policy Implementation

The City and CODE jointly agree to form a committee for the purpose of investigation and implementing a Gainsharing Policy for CODE members. Further details and program identification(s) can be developed through a Memorandum of Understanding and supplement this Agreement. Committee formation and a work development plan shall be created within one year from the effective date of this Agreement.

ARTICLE 20: TUITION REIMBURSEMENT

A full-time (at least $\frac{3}{4}$ time) permanent or provisional employee is eligible for 100% tuition reimbursement for achieving a grade of A in an approved course, 80% tuition reimbursement for receiving a grade of B in an approved course, and 60% tuition reimbursement for achieving a grade of C in an approved course. In courses that are graded on a pass/fail basis, 80% tuition reimbursement will be granted for a passing grade, and 0% tuition reimbursement for a failing grade. Reimbursement for up to six credit hours is available per academic session under the following conditions:

- (A) The employee has completed his/her probationary period or six months of employment, whichever comes first, before the course begins.
- (B) The education or training is obtained from an accredited school during non- working hours. An agency may allow courses to be taken during work hours, provided vacation and/or compensatory time is used.
- (C) The course is job-related to the employee's current position or to his future City development and promotion.
- (D) Request for reimbursement is filed before course registration using the designated form. The reimbursement is only for tuition expenses and approved lab courses. Lab fees, etc. are not reimbursable. Funds from the Agency's budget must be available. If authorized by his or her department, an employee may receive 60% of the reimbursement amount upon course approval by the Human Resources Director. The balance shall be reimbursed at course completion based on grade achieved.
- (E) A receipt of tuition payment and a grade report is submitted within 30 days after the academic session ends. A grade of at least "C" or equivalent must be achieved in each course.
- (F) The Human Resources Department will monitor for consistency and fairness, and will meet with CODE and employees when requested. Final determination regarding course relatedness or accreditability shall be made by the Human Resources Director.

The rate of reimbursement shall be capped at the undergraduate credit hour rate at the University of Cincinnati (Main Campus / “Uptown”). In no event shall an employee be reimbursed for more than twenty-four (24) quarter hours or sixteen (16) semester hours per calendar year.

- (G) Employees will be required to remain employed with the City for a minimum of two (2) years after receipt of the last reimbursement payment. If an employee leaves City employment prior to the expiration of that two (2) year period, he/she will be required to refund the City a pro rata amount. Exceptional cases will be reviewed by the Human Resources Director upon a case-by-case basis.

ARTICLE 21: ENTIRE AGREEMENT

This Agreement constitutes the complete and entire agreement between the parties and concludes collective bargaining for its term.

The parties acknowledge that, during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of bargaining as defined by State law, and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, except as specifically provided in Section 1.3, the City and CODE, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter, whether or not referred to or covered in this Agreement, including the impact or effects of the City’s exercise of its rights as set forth herein on salaries, fringe benefits or terms and conditions of employment, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

It is expressly agreed that the City may unilaterally make and implement decisions consistent with the City’s rights as set forth in Article 5, even though the exercise of such rights may involve subjects or matters not referred to or covered in this Agreement; provided only that the City’s exercise of its management rights shall be subject to employees’ individual rights (i.e., those derived from sources other than this Agreement and the collective bargaining relationship which produced it) as provided in Section 5.1.

ARTICLE 22: LENGTH OF AGREEMENT

This agreement shall be effective on March 20, 2022 and shall remain in full force and effect until midnight on March 15, 2025.

This agreement shall automatically be renewed from year to year unless either party shall give notice to the other in writing at least sixty (60) days prior to its expiration that it desires to terminate or modify this Agreement. In the event such notice is given, negotiations shall begin no later than forty-five (45) days prior to that expiration date.

All new provisions of the 2022 – 2025 Agreement shall be effective upon ratification of this


Agreement by both the CODE membership and the Cincinnati Council unless otherwise specifically provided herein.

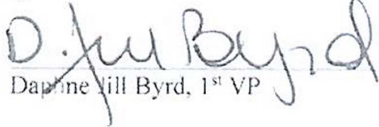
ARTICLE 23: ITEMS INCLUDED BY REFERENCE

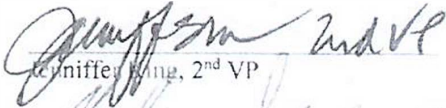
The City and CODE agree that the provisions of this Agreement shall supersede the City's Human Resources Policies and Procedures. Where not in conflict with this Agreement, items in the City's Human Resources Policies and Procedures shall apply as part of this Agreement. Nothing contained herein shall limit or constrain the City from amending, adding to, or deleting items from the City's Human Resources Policies and Procedures.

In witness whereof, the parties hereto have duly executed this Agreement on the 28 day of November, 2022.

FOR CODE:


Kathleen L. Schulte, President

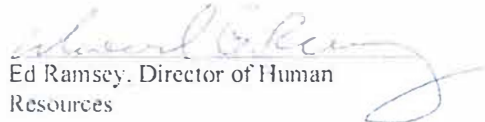

Daphne Hill Byrd, 1st VP



Kyniffey King, 2nd VP


Robb Stokar, CODE Legal Counsel

FOR THE CITY OF CINCINNATI:


Sheryl M.M. Long, City Manager


Ed Ramsey, Director of Human Resources


Kelsy Braido, Division Manager


Lauren Creditt-Mai, Sr. Assistant City Solicitor

APPENDIX A: BARGAINING UNIT CLASSIFICATIONS & EXCLUSIONS

Accountant-EXM
Administrative Specialist *
Administrative Technician *
Architect Intern
Assistant Supervisor of Parking Services
Assistant Supervisor of Building Permits
Assistant Supervisor of Construction Inspection
Assistant Supervisor of Customer Service
Assistant Supervisor of Fleet Services
Assistant Supervisor of Inspections
Assistant Supervisor of Parks/Recreation Maintenance and Construction
Assistant Supervisor of Water Distribution Maintenance
Building & Grounds Maintenance Crew Leader
Buyer
Chemist
City Planner*
Communications Supervisor
Computer Operations Support Supervisor
Computer Programmer/Analyst *
Computer Systems Analyst
Contract Compliance Specialist
Crime Analyst
Development Officer
Dietitian
Electrical Maintenance Supervisor
Emergency Services Dispatch Supervisor 1
Engineer Intern
Engineering Geologist
Engineering Technical Supervisor
Environmental/Safety Specialist
Epidemiologist
Event Coordinator
Fleet Services Supervisor
Graphic Design Supervisor
Graphic Designer
Greenspace Manager
Health Caseworker
Health Clinic Coordinator
Health Counselor
Health Counseling Supervisor
Heat Ventilation & Air Condition Specialist
Industrial Investigator

Information Technology Coordinator*
Management Analyst *
Nurse Practitioner
Nursing Supervisor
Paramedic Coordinator
Parking Services Supervisor
Parks Operations Supervisor
Parks/Recreation Maintenance Crew Leader
Parks/Recreation Programming Coordinator
Pharmacist
Plant Maintenance Supervisor
Plant Supervisor
Police Criminalist Public
Health Educator
Public Services Operations Supervisor
Real Property Specialist
Secretary
Senior Accountant
Senior Administrative Specialist *
Senior Architect
Senior Building Plans Examiner and Analyst
Senior Buyer
Senior Chemist Senior
City Planner *
Senior City Planning Technician Senior
Computer Programmer/Analyst Senior
Contract Compliance Specialist Senior
Crime Analyst
Senior Development Officer (Recreation only)*
Senior Dietitian
Senior Engineer
Senior Engineering Technician
Senior Environmental/Safety Specialist
Senior Epidemiologist
Senior Info Technology Coordinator
Senior Management Analyst * Senior
Plant Operator
Senior Plant Supervisor
Senior Police Criminalist
Senior Real Property Specialist
Service Area Coordinator (Public Services, Parks, and Recreation)
Sewer Maintenance Crew Leader
Supervising Dietitian
Supervising Environmental Health Specialist
Supervising Field Service Representative
Supervising Sanitarian
Supervising Surveyor

Supervisor of Customer Service
 Supervisor of Industrial Waste Disposal
 Supervisor of Inspection
 Supervisor of Maintenance
 Supervisor of Urban Forestry
 Supervisor of Water Distribution Maintenance
 Surveyor
 Technical Systems Analyst
 Therapeutic Recreation Program Coordinator
 Urban Forestry Specialist
 Utilities Construction Inspector Supervisor
 Video Production Specialist
 Vital Statistics Coordinator
 Wastewater Collection Supervisor
 Water Security Supervisor
 Water Works Maintenance Field Supervisor
 WIC Program Coordinator
 Zoning Plan Examiner

The City of Cincinnati Human Resources Department shall maintain and provide CODE, upon request, an up-to-date list of Appendix A sub-classifications/parentheticals. The City shall notify CODE at least 10 working days prior to submitting new subclassifications/parentheticals, that will perform bargaining unit work, to the Civil Service Commission. The Union may contact the City within that 10-day period to discuss the subclassification/parenthetical. Failure to contact the City within the 10-day period shall not delay or impair the City's ability to send new sub-classifications/parentheticals to the Civil Service Commission for approval. The meet and confer obligation set forth in this section is intended to afford the parties an opportunity to avoid and/or resolve disputes through discussions and the exchange of information, and it not intended to limit or impair the City's right to send sub-classifications/parentheticals to Civil Service for approval.

***Excluded:** All employees in Divisions 1,2,3,4,5,6,7,8,9. the City Manager's Office, the City Solicitor's Office, Human Resources Department, the Budget & Evaluation and Internal Audit Divisions of the Finance Department, all Department Directors' Confidential Assistants and Personnel Liaisons, all supervisors, confidential employees, fiduciary employees and management level employees as defined in O.R.C. 4117, including, but not limited to, the employees in the following positions in Division 0:

Assistant Health Laboratory Manager (Health)
 Assistant Dental Director (Health)
 City Planner (Community Development & Planning)
 Community Development & Planning Analyst (Community Development & Planning)
 Development Officer
 Development Officer 4 PEAP
 Coordinator (Health)
 Senior City Planner (Community Development & Planning)
 Senior Community Development & Planning Analyst (Community Development)
 Senior Development Officer
 Supervisor Parks/Rec Maintenance & Construction
 Zoning Supervisor (Buildings & Inspections)

APPENDIX A-1: ELIGIBLE TRANSFER CLASSIFICATIONS

When a Classification appearing in “Eligible Transfer Classification” column below is posted for transfer, employees that apply and hold the appropriate listed classification(s) shall be referred for consideration. Nothing in Appendix A-1 shall guarantee any employee a transfer into an available position.

<u>Current Classification Held</u>		<u>Eligible Transfer Classification</u>
Emergency Services Dispatch Supervisor 1 Emergency Services Dispatch Supervisor 1 (Fire)	into	Administrative Specialist Service Area Coordinator (Public Services) Assistant Supervisor of Customer Service Assistant Supervisor of Customer Service (MSD)
Administrative Specialist	into	Management Analyst Assistant Supervisor of Customer Service Assistant Supervisor of Customer Service (MSD)
Management Analyst Assistant Supervisor of Customer Service Assistant Supervisor of Customer Service (MSD) Service Area Coordinator (All Parentheticals)	into	Administrative Specialist
Senior Administrative Specialist	into	Senior Management Analyst
Senior Management Analyst	into	Senior Administrative Specialist

APPENDIX B: OVERTIME ELIGIBLE POSITIONS

Administrative Technician (Performing CPD Body Worn Camera redaction work in any department)
Assistant Supervisor of Fleet Services
Assistant Supervisor of Inspections
Assistant Supervisor of Parks/Recreation Maintenance & Construction
Assistant Supervisor of Water Customer Service
Assistant Supervisor of Water Works Construction Inspection
Crime Analyst
Electrical Maintenance Supervisor
Emergency Services Dispatch Supervisor
Engineer Intern
Engineering Technical Supervisor
Greenspace Manager
Heat Ventilation & Air Condition Spec.
Parks Operations Supervisor
Parks/Recreation Maintenance Crew Leader
Parks/Recreation Programming Coordinator
Plant Supervisor
Police Criminalist
Public Works Operations Supervisor
Service Area Coordinator (Public Services)
Senior Crime Analyst
Senior Engineering Technician
Senior Environmental/Safety Specialist (1.5 callout pay, MOU to be est.)
Senior Plant Operator
Senior Police Criminalist
Sewer Maintenance Crew Leader
Supervising Field Service Representative
Supervisor of Industrial Waste Disposal
Supervisor of Inspection
Supervisor of Maintenance
Supervisor of Water Distribution Maintenance
Surveyor
Supervising Surveyor
Urban Forestry Specialist
Supervisor of Urban Forestry
Video Production Specialist
Wastewater Collection Supervisor
Water Works Maintenance Field Supervisor

APPENDIX C: WAGE RANGES

Upon receipt of any increases resulting from reopeners, matching COLA, or matching general wage increases, a new salary chart will be provided and incorporated by MOU.

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Accountant	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Administrative Specialist	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Administrative Technician	21-Mar-21	21.69694758	22.34785808	23.01829247	23.70884249	24.42010558	25.1527102	25.90729223	26.68451004	27.48504609	28.30959696	29.15888682
	20-Mar-22	22.78179496	23.46525099	24.1692071	24.89428461	25.64111086	26.41034571	27.20265685	28.01873555	28.8592984	29.72507681	30.61683116
	19-Mar-23	23.69306676	24.40386103	25.13597538	25.89005599	26.66675529	27.46675954	28.29076312	29.13948497	30.01367033	30.91407988	31.84150441
	17-Mar-24	24.40385876	25.13597686	25.89005464	26.66675767	27.46675795	28.29076233	29.13948601	30.01366952	30.91408044	31.84150228	32.79674954
Architect Intern	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Asst Spvr of Building Permits	21-Mar-21	23.58775611	24.29538987	25.02425299	25.7749787	26.54822918	27.34467703	28.16501671	29.0099675	29.88026439	30.77667337	31.69997474
	20-Mar-22	24.76714391	25.51015936	26.27546564	27.06372763	27.87564064	28.71191089	29.57326755	30.46046588	31.37427761	32.31550704	33.28497347
	19-Mar-23	25.75782967	26.53056574	27.32648427	28.14627674	28.99066627	29.86038732	30.75619825	31.67888451	32.62924872	33.60812732	34.61637241
	17-Mar-24	26.53056456	27.32648271	28.1462788	28.99066504	29.86038625	30.75619894	31.6788842	32.62925105	33.60812618	34.61637114	35.65486359
Asst Spvr of Fleet Services	21-Mar-21	27.74627571	28.57866339	29.43602309	30.31910298	31.2286773	32.1655373	33.13050371	34.12441924	35.14815142	36.20259517	37.28867439
	20-Mar-22	29.13358949	30.00759656	30.90782425	31.83505813	32.79011117	33.77381416	34.78702889	35.8306402	36.90555899	38.01272493	39.15310811
	19-Mar-23	30.29893307	31.20790042	32.14413722	33.10846045	34.10171561	35.12476673	36.17851005	37.26386581	38.38178135	39.53323393	40.71923243
	17-Mar-24	31.20790107	32.14413743	33.10846133	34.10171427	35.12476708	36.17850973	37.26386535	38.38178178	39.53323479	40.71923095	41.9408094
Asst Spvr of Inspections	21-Mar-21	30.8723157	31.79848392	32.75243955	33.73501214	34.74706308	35.78947549	36.86315884	37.96905368	39.10812665	40.28136956	41.48981147
	20-Mar-22	32.41593148	33.38840811	34.39006153	35.42176275	36.48441623	37.57894927	38.70631679	39.86750636	41.06353298	42.29543804	43.56430204
	19-Mar-23	33.71256874	34.72394444	35.76566399	36.83863326	37.94379288	39.08210724	40.25456946	41.46220661	42.7060743	43.98725556	45.30687412
	17-Mar-24	34.7239458	35.76566277	36.83863391	37.94379226	39.08210667	40.25457046	41.46220654	42.70607281	43.98725653	45.30687322	46.66608034
Asst Spvr of Parking Services	21-Mar-21	23.58775611	24.29538987	25.02425299	25.7749787	26.54822918	27.34467703	28.16501671	29.0099675	29.88026439	30.77667337	31.69997474
	20-Mar-22	24.76714391	25.51015936	26.27546564	27.06372763	27.87564064	28.71191089	29.57326755	30.46046588	31.37427761	32.31550704	33.28497347
	19-Mar-23	25.75782967	26.53056574	27.32648427	28.14627674	28.99066627	29.86038732	30.75619825	31.67888451	32.62924872	33.60812732	34.61637241
	17-Mar-24	26.53056456	27.32648271	28.1462788	28.99066504	29.86038625	30.75619894	31.6788842	32.62925105	33.60812618	34.61637114	35.65486359
Asst Spvr of Prk/Rec Mnt&Const	21-Mar-21	29.54253527	30.42881172	31.34167473	32.2819273	33.25038445	34.24789567	35.27533232	36.33359175	37.42360019	38.54630753	39.70269729
	20-Mar-22	31.01966203	31.95025231	32.90875847	33.89602367	34.91290367	35.96029045	37.03909893	38.15027134	39.2947802	40.47362291	41.68783216
	19-Mar-23	32.26044851	33.2282624	34.2251088	35.25186462	36.30941982	37.39870207	38.52066289	39.67628219	40.86657141	42.09256782	43.35534544
	17-Mar-24	33.22826197	34.22511027	35.25186207	36.30942055	37.39870241	38.52066313	39.67628278	40.86657066	42.09256855	43.35534486	44.65600581

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Asst Supvr of Constructn Insp	21-Mar-21	28.19907194	29.04504329	29.91639417	30.81388463	31.73830217	32.690451	33.67116414	34.68129822	35.72174018	36.79339206	37.89719313
	20-Mar-22	29.60902553	30.49729545	31.41221388	32.35457886	33.32521728	34.32497355	35.35472235	36.41536313	37.50782719	38.63306166	39.79205278
	19-Mar-23	30.79338656	31.71718727	32.66870244	33.64876201	34.65822597	35.69797249	36.76891124	37.87197765	39.00814028	40.17838413	41.38373489
	17-Mar-24	31.71718815	32.66870289	33.64876351	34.65822488	35.69797275	36.76891166	37.87197858	39.00813698	40.17838448	41.38373565	42.62524694
Asst Supvr of Customer Service	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Asst Supvr of Water Distrib Mnt	21-Mar-21	29.732399	30.62437	31.543101	32.489394	33.464077	34.468	35.502038	36.567101	37.664115	38.794038	39.95786
	20-Mar-22	31.21901895	32.1555885	33.12025605	34.1138637	35.13728085	36.1914	37.2771399	38.39545605	39.54732075	40.7337399	41.955753
	19-Mar-23	32.46777971	33.44181204	34.44506629	35.47841825	36.54277208	37.639056	38.7682255	39.93127429	41.12921358	42.3630895	43.63398312
	17-Mar-24	33.4418131	34.4450664	35.47841828	36.5427708	37.63905525	38.76822768	39.93127226	41.12921252	42.36308999	43.63398218	44.94300261
Buildng & Grnds Maint Crew Ldr	21-Mar-21	23.58775611	24.29538987	25.02425299	25.7749787	26.54822918	27.34467703	28.16501671	29.0099675	29.88026439	30.77667337	31.69997474
	20-Mar-22	24.76714391	25.51015936	26.27546564	27.06372763	27.87564064	28.71191089	29.57326755	30.46046588	31.37427761	32.31550704	33.28497347
	19-Mar-23	25.75782967	26.53056574	27.32648427	28.14627674	28.99066627	29.86038732	30.75619825	31.67888451	32.62924872	33.60812732	34.61637241
	17-Mar-24	26.53056456	27.32648271	28.1462788	28.99066504	29.86038625	30.75619894	31.6788842	32.62925105	33.60812618	34.61637114	35.65486359
Buyer	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Chemist	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
City Planner	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Communications Supervisor	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Computer Programmer/Analyst	21-Mar-21	22.54656854	23.22296607	23.91965602	24.6372454	25.37636287	26.13765364	26.92178098	27.72943561	28.56132028	29.41815776	30.30070227
	20-Mar-22	23.67389696	24.38411437	25.11563882	25.86910767	26.64518101	27.44453632	28.26787003	29.11590739	29.98938629	30.88906565	31.81573738
	19-Mar-23	24.62085284	25.35947895	26.12026437	26.90387197	27.71098825	28.54231778	29.39858483	30.28054369	31.18896174	32.12462828	33.08836688
	17-Mar-24	25.35947843	26.12026331	26.9038723	27.71098813	28.5423179	29.39858731	30.28054237	31.18896	32.12463059	33.08836712	34.08101788

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Computer System Analyst	21-Mar-21	38.54001817	39.69622159	40.88710761	42.11371953	43.37713169	44.67844469	46.01879857	47.39936321	48.8213432	50.28598481	51.79456329
	20-Mar-22	40.46701908	41.68103267	42.931463	44.2194055	45.54598827	46.91236692	48.3197385	49.76933137	51.26241036	52.80028405	54.38429146
	19-Mar-23	42.08569985	43.34827397	44.64872151	45.98818172	47.36782781	48.7888616	50.25252804	51.76010463	53.31290677	54.91229541	56.55966312
	17-Mar-24	43.34827084	44.64872219	45.98818316	47.36782717	48.78886264	50.25252744	51.76010388	53.31290777	54.91229398	56.55966427	58.25645301
Contract Compliance Specialist	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Crime Analyst	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Development Officer	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Dietitian	21-Mar-21	25.51587628	26.28135436	27.06979445	27.88188737	28.71834531	29.57989594	30.46729091	31.38130958	32.32274752	33.29243312	34.29120633
	20-Mar-22	26.79167009	27.59542208	28.42328417	29.27598174	30.15426258	31.05889074	31.99065546	32.95037505	33.93888489	34.95705478	36.00576664
	19-Mar-23	27.86333689	28.69923897	29.56021554	30.44702101	31.36043308	32.30124637	33.27028168	34.26839006	35.29644029	36.35533697	37.44599731
	17-Mar-24	28.699237	29.56021614	30.447022	31.36043164	32.30124607	33.27028376	34.26839013	35.29644176	36.3553335	37.44599708	38.56937723
Electrical Maintenance Supvr	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.6820686	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
Emergency Svcs Dispatch Supvr	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Engineer Intern	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Engineering Geologist	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.4245558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Engineering Technical Spvr	21-Mar-21	30.43071298	31.34363574	32.28394328	33.25246251	34.25003475	35.27753836	36.33586348	37.42593878	38.54871668	39.70517808	40.89633301
	20-Mar-22	31.95224863	32.91081752	33.89814044	34.91508563	35.96253648	37.04141527	38.15265665	39.29723571	40.47615252	41.69043698	42.94114966
	19-Mar-23	33.23033858	34.22725022	35.25406606	36.31168906	37.40103794	38.52307188	39.67876292	40.86912514	42.09519862	43.35805446	44.65879565
	17-Mar-24	34.22724873	35.25406773	36.31168804	37.40103973	38.52306908	39.67876404	40.86912581	42.0951989	43.35805458	44.65879609	45.99855952
Environmental/Safety Specialist	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Epidemiologist	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902759	37.37769753	38.49902583
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.10347897	39.24658241	40.42397712
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761813	40.81644571	42.04093621
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644668	42.04093908	43.3021643
Event Coordinator	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Fleet Services Supvr	21-Mar-21	30.8723157	31.79848392	32.75243955	33.73501214	34.74706308	35.78947549	36.86315884	37.96905368	39.10812665	40.28136956	41.48981147
	20-Mar-22	32.41593148	33.38840811	34.39006153	35.42176275	36.48441623	37.57894927	38.70631679	39.86750636	41.06353298	42.29543804	43.56430204
	19-Mar-23	33.71256874	34.72394444	35.76566399	36.83863326	37.94379288	39.08210724	40.25456946	41.46220661	42.7060743	43.98725556	45.30687412
	17-Mar-24	34.7239458	35.76566277	36.83863391	37.94379226	39.08210667	40.25457046	41.46220654	42.70607281	43.98725653	45.30687322	46.66608034
Graphic Design Supervisor	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Graphic Designer	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Greenspace Manager	21-Mar-21	24.17614384	24.90142666	25.64847061	26.41792568	27.21046224	28.02677759	28.86757886	29.73360715	30.62561381	31.54438254	32.4907152
	20-Mar-22	25.38495103	26.14649799	26.93089414	27.73882196	28.57098535	29.4281147	30.3109578	31.2202875	32.1568945	33.12160167	34.11525096
	19-Mar-23	26.40034907	27.19235791	28.0081299	28.84837484	29.71382476	30.60523929	31.52339611	32.469099	33.44317028	34.44646574	35.479861
	17-Mar-24	27.19235954	28.00812865	28.8483738	29.71382609	30.60523951	31.52339647	32.46909799	33.44317197	34.44646539	35.47985971	36.54425683
Health Caseworker	21-Mar-21	22.86999704	23.5560956	24.2627782	24.99066374	25.74038332	26.51259286	27.30796879	28.12721022	28.97102817	29.84015752	30.73536076
	20-Mar-22	24.01349689	24.73390038	25.47591711	26.24019693	27.02740248	27.8382225	28.67336723	29.53357073	30.41957958	31.3321654	32.27212879
	19-Mar-23	24.97403677	25.7232564	26.4949538	27.28980481	28.10849858	28.9517514	29.82030192	30.71491356	31.63636276	32.58545201	33.56301394
	17-Mar-24	25.72325787	26.49495409	27.28980241	28.10849895	28.95175354	29.82030395	30.71491097	31.63636097	32.58545365	33.56301558	34.56990436

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Health Clinic Coordinator	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Health Counseling Supervisor	21-Mar-21	30.43071298	31.34363574	32.28394328	33.25246251	34.25003475	35.27753836	36.33586348	37.42593878	38.54871668	39.70517808	40.89633301
	20-Mar-22	31.95224863	32.91081752	33.89814044	34.91508563	35.96253648	37.04141527	38.15265665	39.29723571	40.47615252	41.69043698	42.94114966
	19-Mar-23	33.23033858	34.22725022	35.25406606	36.31168906	37.40103794	38.52307188	39.67876292	40.86912514	42.09519862	43.35805446	44.65879565
	17-Mar-24	34.22724873	35.25406773	36.31168804	37.40103973	38.52306908	39.67876404	40.86912581	42.0951989	43.35805458	44.65879609	45.99855952
Health Counselor	21-Mar-21	25.51587628	26.28135436	27.06979445	27.88188737	28.71834531	29.57989594	30.46729091	31.38130958	32.32274752	33.29243312	34.29120633
	20-Mar-22	26.79167009	27.59542208	28.42328417	29.27598174	30.15426258	31.05889074	31.99065546	32.95037505	33.93888489	34.95705478	36.00576664
	19-Mar-23	27.86333689	28.69923897	29.56021554	30.44702101	31.36043308	32.30124637	33.27028168	34.26839006	35.29644029	36.35533697	37.44599731
	17-Mar-24	28.699237	29.56021614	30.447022	31.36043164	32.30124607	33.27028376	34.26839013	35.29644176	36.3553335	37.44599708	38.56937723
Heat Ventilation & A C Special	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Industrial Investigator	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.68206886	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
Information Technology Coor	21-Mar-21	22.54656854	23.22296607	23.91965602	24.6372454	25.37636287	26.13765364	26.92178098	27.72943561	28.56132028	29.41815776	30.30070227
	20-Mar-22	23.67389696	24.38411437	25.11563882	25.86910767	26.64518101	27.44453632	28.26787003	29.11590739	29.98938629	30.88906565	31.81573738
	19-Mar-23	24.62085284	25.35947895	26.12026437	26.90387197	27.71098825	28.54231778	29.39858483	30.28054369	31.18896174	32.12462828	33.08836688
	17-Mar-24	25.35947843	26.12026331	26.9038723	27.71098813	28.5423179	29.39858731	30.28054237	31.18896	32.12463059	33.08836712	34.08101788
Management Analyst	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Nurse Practitioner	21-Mar-21	39.33031771	40.84735933	42.36440084	43.88144352	45.39848503	46.91552665	48.43256689	49.94960968	51.46665119	52.98369992	54.5007235
	20-Mar-22	41.29683359	42.88972729	44.48262088	46.07551569	47.66840928	49.26130298	50.85419523	52.44709016	54.03998375	55.63288491	57.22575967
	19-Mar-23	42.94870694	44.60531638	46.26192572	47.91853632	49.57514565	51.2317551	52.88836304	54.54497377	56.2015831	57.85820031	59.51479006
	17-Mar-24	44.23716814	45.94347588	47.64978349	49.35609241	51.06240002	52.76870776	54.47501394	56.18132298	57.88763059	59.59394632	61.30023376
Nursing Supervisor	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.4245558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Paramedic Coordinator	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Parking Services Supervisor	21-Mar-21	30.8723157	31.79848392	32.75243955	33.73501214	34.74706308	35.78947549	36.86315884	37.96905368	39.10812665	40.28136956	41.48981147
	20-Mar-22	32.41593148	33.38840811	34.39006153	35.42176275	36.48441623	37.57894927	38.70631679	39.86750636	41.06353298	42.29543804	43.56430204
	19-Mar-23	33.71256874	34.72394444	35.76566399	36.83863326	37.94379288	39.08210724	40.25456946	41.46220661	42.7060743	43.98725556	45.30687412
	17-Mar-24	34.7239458	35.76566277	36.83863391	37.94379226	39.08210667	40.25457046	41.46220654	42.70607281	43.98725653	45.30687322	46.66608034
Parks Operations Supervisor	21-Mar-21	25.51587628	26.28135436	27.06979445	27.88188737	28.71834531	29.57989594	30.46729091	31.38130958	32.32274752	33.29243312	34.29120633
	20-Mar-22	26.79167009	27.59542208	28.42328417	29.27598174	30.15426258	31.05889074	31.99065546	32.95037505	33.93888489	34.95705478	36.00576664
	19-Mar-23	27.86333689	28.69923897	29.56021554	30.44702101	31.36043308	32.30124637	33.27028168	34.26839006	35.29644029	36.35533697	37.44599731
	17-Mar-24	28.699237	29.56021614	30.447022	31.36043164	32.30124607	33.27028376	34.26839013	35.29644176	36.3553335	37.44599708	38.56937723
Parks/Rec Maintenance Crew Ldr	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.6820686	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
Parks/Rec Programming Coord	21-Mar-21	22.0937722	22.75658489	23.43928133	24.14246131	24.86673566	25.61273984	26.38111948	27.17255186	27.98772907	28.82736215	29.69218225
	20-Mar-22	23.19846081	23.89441413	24.61124539	25.34958437	26.11007244	26.89337683	27.70017546	28.53117945	29.38711553	30.26873026	31.17679137
	19-Mar-23	24.12639924	24.8501907	25.59569521	26.36356775	27.15447534	27.96911191	28.80818248	29.67242663	30.56260015	31.47947947	32.42386302
	17-Mar-24	24.85019122	25.59569642	26.36356607	27.15447478	27.9691096	28.80818526	29.67242795	30.56259942	31.47947815	32.42386385	33.39657891
Pharmacist	21-Mar-21	62.31526246	64.18472213	66.11026346	68.09357016	70.13637869	72.24046953	-	-	-	-	-
	20-Mar-22	65.43102558	67.39395824	69.41577663	71.49824867	73.64319762	75.85249301					
	19-Mar-23	68.04826661	70.08971657	72.1924077	74.35817861	76.58892553	78.88659273					
	17-Mar-24	70.08971461	72.19240806	74.35817993	76.58892397	78.88659329	81.25319051					
Plant Maintenance Supervisor	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.6820686	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
Plant Supervisor	21-Mar-21	29.54253527	30.42881172	31.34167473	32.2819273	33.25038445	34.24789567	35.27533232	36.33359175	37.42360019	38.54630753	39.70269729
	20-Mar-22	31.01966203	31.95025231	32.90875847	33.89602367	34.91290367	35.96029045	37.03909893	38.15027134	39.2947802	40.47362291	41.68783216
	19-Mar-23	32.26044851	33.2282624	34.2251088	35.25186462	36.30941982	37.39870207	38.52066289	39.67628219	40.86657141	42.09256782	43.35534544
	17-Mar-24	33.22826197	34.22511027	35.25186207	36.30942055	37.39870241	38.52066313	39.67628278	40.86657066	42.09256855	43.35534486	44.65600581
Police Criminalist	21-Mar-21	24.17614384	24.90142666	25.64847061	26.41792568	27.21046224	28.0267759	28.86757886	29.73360715	30.62561381	31.54438254	32.4907152
	20-Mar-22	25.38495103	26.14649799	26.93089414	27.73882196	28.57098535	29.4281147	30.3109578	31.2202875	32.1568945	33.12160167	34.11525096
	19-Mar-23	26.40034907	27.19235791	28.0081299	28.84837484	29.71382476	30.60523929	31.52339611	32.469099	33.44317028	34.44646574	35.479861
	17-Mar-24	27.19235954	28.00812865	28.8483738	29.71382609	30.60523951	31.52339647	32.46909799	33.44317197	34.44646539	35.47985971	36.54425683

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Public Health Educator	21-Mar-21	25.51587628	26.28135436	27.06979445	27.88188737	28.71834531	29.57989594	30.46729091	31.38130958	32.32274752	33.29243312	34.29120633
	20-Mar-22	26.79167009	27.59542208	28.42328417	29.27598174	30.15426258	31.05889074	31.99065546	32.95037505	33.93888489	34.95705478	36.00576664
	19-Mar-23	27.86333689	28.69923897	29.56021554	30.44702101	31.36043308	32.30124637	33.27028168	34.26839006	35.29644029	36.35533697	37.44599731
	17-Mar-24	28.699237	29.56021614	30.447022	31.36043164	32.30124607	33.27028376	34.26839013	35.29644176	36.3553335	37.44599708	38.56937723
Public Works Operations Spvr	21-Mar-21	32.20458413	33.17072169	34.16584413	35.19082026	36.2465451	37.33394	38.45395983	39.60757952	40.79580552	42.01967846	43.28026929
	20-Mar-22	33.81481334	34.82925777	35.87413633	36.95036127	38.05887236	39.200637	40.37665782	41.5879585	42.8355958	44.12066238	45.44428276
	19-Mar-23	35.16740587	36.22242808	37.30910179	38.42837572	39.58122725	40.76866248	41.99172413	43.25147684	44.54901963	45.88548887	47.26205407
	17-Mar-24	36.22242805	37.30910093	38.42837484	39.58122699	40.76866407	41.99172236	43.25147586	44.54902114	45.88549022	47.26205354	48.67991569
Real Property Specialist	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Secretary	21-Mar-21	19.26130225	19.83914051	20.43431339	21.04734333	21.67876198	22.32912511	22.99899918	23.68896956	24.39963987	25.1316291	25.8855778
	20-Mar-22	20.22436736	20.83109753	21.45602906	22.09971049	22.76270008	23.44558136	24.14894914	24.87341804	25.61962186	26.38821055	27.17985669
	19-Mar-23	21.03334205	21.66434144	22.31427022	22.98369891	23.67320808	24.38340462	25.11490711	25.86835476	26.64440673	27.44373897	28.26705095
	17-Mar-24	21.66434232	22.31427168	22.98369833	23.67320988	24.38340433	25.11490676	25.86835432	26.6444054	27.44373893	28.26705114	29.11506248
Senior Accountant	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Administrative Spclst	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Architect	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.4245558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536
Senior Building Plans Examiner	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.4245558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536
Senior Buyer	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Senior Chemist	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior City Planner	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior City Planning Tech	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.6820686	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
Senior Comptr Programmer/Anlys	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Contract Compliance Spc	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Crime Analyst	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Development Officer	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Dietitian	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704
Senior Engineer	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.4245558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Senior Engineering Technician	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.6820686	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
Senior Environ/Safety Spec	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Senior Epidemiologist	21-Mar-21	34.11413985	36.06089854	37.14272709	38.25700716	39.40471762	40.58685982	41.80446505	43.05860151	44.35035812	45.68086749	45.84655156
	20-Mar-22	35.81984684	37.86394347	38.99986344	40.16985752	41.3749535	42.61620281	43.8946883	45.21153159	46.56787602	47.96491087	48.13887914
	19-Mar-23	37.25264071	39.37850121	40.55985798	41.77665182	43.02995164	44.32085093	45.65047583	47.01999285	48.43059107	49.8835073	50.06443431
	17-Mar-24	38.37021993	40.55985624	41.77665372	43.02995137	44.32085019	45.65047645	47.01999011	48.43059264	49.8835088	51.38001252	51.56636734
Senior Management Analyst	21-Mar-21	32.0233474	32.9840489	33.9735692	34.9927774	36.042561	37.1238378	38.2375535	39.3846801	40.5662197	41.7832061	43.0367034
	20-Mar-22	33.62451477	34.63325135	35.67224766	36.74241627	37.84468905	38.98002969	40.14943118	41.35391411	42.59453069	43.87236641	45.18853857
	19-Mar-23	34.96949536	36.0185814	37.09913757	38.21211292	39.35847661	40.53923088	41.75540842	43.00807067	44.29831191	45.62726106	46.99608011
	17-Mar-24	36.01858022	37.09913884	38.21211169	39.35847631	40.53923091	41.7554078	43.00807067	44.29831279	45.62726127	46.99607889	48.40596252
Senior Plant Operator	21-Mar-21	24.62023445	25.35883925	26.11960663	26.90319625	27.71029046	28.54159783	29.39784741	30.27978363	31.18817736	32.12382323	33.08753614
	20-Mar-22	25.85124617	26.62678121	27.42558696	28.24835607	29.09580499	29.96867772	30.86773978	31.79377281	32.74758623	33.73001439	34.74191295
	19-Mar-23	26.88529601	27.69185246	28.52261044	29.37829031	30.25963719	31.16742483	32.10244937	33.06552372	34.05748968	35.07921497	36.13158947
	17-Mar-24	27.6918549	28.52260803	29.37828876	30.25963902	31.1674263	32.10244758	33.06552285	34.05748944	35.07921437	36.13159142	37.21553715
Senior Plant Supervisor	21-Mar-21	35.3144581	36.37389335	37.46510871	38.58906243	39.74673445	40.93913822	42.16731202	43.43232904	44.73530188	46.07735985	47.45968111
	20-Mar-22	37.080181	38.19258802	39.33836414	40.51851555	41.73407118	42.98609513	44.27567762	45.6039455	46.97206697	48.38122784	49.83266517
	19-Mar-23	38.56338825	39.72029154	40.91189871	42.13925618	43.40343402	44.70553893	46.04670472	47.42810332	48.85094965	50.31647695	51.82597177
	17-Mar-24	39.72028989	40.91190029	42.13925567	43.40343386	44.70553704	46.0467051	47.42810586	48.85094642	50.31647814	51.82597126	53.38075092
Senior Police Criminalist	21-Mar-21	27.30467544	28.1238152	28.96752799	29.83655345	30.73165024	31.65360133	32.60320962	33.58130561	34.58874496	35.62640497	36.69519838
	20-Mar-22	28.66990921	29.53000596	30.41590439	31.32838112	32.26823275	33.23628139	34.2333701	35.26037089	36.31818221	37.40772522	38.52995829
	19-Mar-23	29.81670558	30.7112062	31.63254056	32.58151637	33.55896206	34.56573265	35.6027049	36.67078573	37.7709095	38.90403422	40.07115663
	17-Mar-24	30.71120674	31.63254239	32.58151678	33.55896186	34.56573093	35.60270463	36.67078605	37.7709093	38.90403678	40.07115525	41.27329132
Senior Real Property Specialist	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Service Area Coordinator	21-Mar-21	28.64689227	29.50629905	30.39148925	31.30323374	32.2423296	33.20960127	34.20588648	35.23206358	36.28902876	37.37769753	38.49902827
	20-Mar-22	30.07923688	30.981614	31.91106371	32.86839543	33.85444608	34.87008134	35.9161808	36.99366675	38.1034802	39.24658241	40.42397969
	19-Mar-23	31.28240636	32.22087856	33.18750626	34.18313125	35.20862392	36.26488459	37.35282803	38.47341343	39.62761941	40.81644571	42.04093887
	17-Mar-24	32.22087855	33.18750491	34.18313145	35.20862519	36.26488264	37.35283113	38.47341287	39.62761583	40.81644799	42.04093908	43.30216704

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Sewer Maintenance Crew Leader	21-Mar-21	24.17614384	24.90142666	25.64847061	26.41792568	27.21046224	28.02677759	28.86757886	29.73360715	30.62561381	31.54438254	32.4907152
	20-Mar-22	25.38495103	26.14649799	26.93089414	27.73882196	28.57098535	29.4281147	30.3109578	31.2202875	32.1568945	33.12160167	34.11525096
	19-Mar-23	26.40034907	27.19235791	28.0081299	28.84837484	29.71382476	30.60523929	31.52339611	32.469099	33.44317028	34.44646574	35.479861
	17-Mar-24	27.19235954	28.00812865	28.8483738	29.71382609	30.60523951	31.52339647	32.46909799	33.44317197	34.44646539	35.47985971	36.54425683
Supervising Dietician	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Supervising Enviro Health Spec	21-Mar-21	30.8723157	31.79848392	32.75243955	33.73501214	34.74706308	35.78947549	36.86315884	37.96905368	39.10812665	40.28136956	41.48981147
	20-Mar-22	32.41593148	33.38840811	34.39006153	35.42176275	36.48441623	37.57894927	38.70631679	39.86750636	41.06353298	42.29543804	43.56430204
	19-Mar-23	33.71256874	34.72394444	35.76566399	36.83863326	37.94379288	39.08210724	40.25456946	41.46220661	42.7060743	43.98725556	45.30687412
	17-Mar-24	34.7239458	35.76566277	36.83863391	37.94379226	39.08210667	40.25457046	41.46220654	42.70607281	43.98725653	45.30687322	46.66608034
Supervising Field Service Rep	21-Mar-21	24.17614384	24.90142666	25.64847061	26.41792568	27.21046224	28.02677759	28.86757886	29.73360715	30.62561381	31.54438254	32.4907152
	20-Mar-22	25.38495103	26.14649799	26.93089414	27.73882196	28.57098535	29.4281147	30.3109578	31.2202875	32.1568945	33.12160167	34.11525096
	19-Mar-23	26.40034907	27.19235791	28.0081299	28.84837484	29.71382476	30.60523929	31.52339611	32.469099	33.44317028	34.44646574	35.479861
	17-Mar-24	27.19235954	28.00812865	28.8483738	29.71382609	30.60523951	31.52339647	32.46909799	33.44317197	34.44646539	35.47985971	36.54425683
Supervising Sanitarian	21-Mar-21	30.8723157	31.79848392	32.75243955	33.73501214	34.74706308	35.78947549	36.86315884	37.96905368	39.10812665	40.28136956	41.48981147
	20-Mar-22	32.41593148	33.38840811	34.39006153	35.42176275	36.48441623	37.57894927	38.70631679	39.86750636	41.06353298	42.29543804	43.56430204
	19-Mar-23	33.71256874	34.72394444	35.76566399	36.83863326	37.94379288	39.08210724	40.25456946	41.46220661	42.7060743	43.98725556	45.30687412
	17-Mar-24	34.7239458	35.76566277	36.83863391	37.94379226	39.08210667	40.25457046	41.46220654	42.70607281	43.98725653	45.30687322	46.66608034
Supervising Surveyor	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.4245558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536
Supervisor of Customer Service	21-Mar-21	32.20458413	33.17072169	34.16584413	35.19082026	36.2465451	37.33394	38.45395983	39.60757952	40.79580552	42.01967846	43.28026929
	20-Mar-22	33.81481334	34.82925777	35.87413633	36.95036127	38.05887236	39.200637	40.37665782	41.5879585	42.8355958	44.12066238	45.44428276
	19-Mar-23	35.16740587	36.22242808	37.30910179	38.42837572	39.58122725	40.76866248	41.99172413	43.25147684	44.54901963	45.88548887	47.26205407
	17-Mar-24	36.22242805	37.30910093	38.42837484	39.58122699	40.76866407	41.99172236	43.25147586	44.54902114	45.88549022	47.26205354	48.67991569
Supervisor of Inspections	21-Mar-21	35.75979393	36.8325882	37.93756647	39.07569295	40.24796443	41.4554036	42.69906594	43.98003515	45.2994358	46.658421	48.05817504
	20-Mar-22	37.54778363	38.67421761	39.83444479	41.02947759	42.26036265	43.52817378	44.83401924	46.17903691	47.56440759	48.99134205	50.46108379
	19-Mar-23	39.04969497	40.22118631	41.42782258	42.6706567	43.95077715	45.26930073	46.62738001	48.02619839	49.4669839	50.95099573	52.47952715
	17-Mar-24	40.22118582	41.4278219	42.67065726	43.9507764	45.26930047	46.62737975	48.02620141	49.46698434	50.95099341	52.4795256	54.05391296
Supervisor of Maintenance	21-Mar-21	30.8723157	31.79848392	32.75243955	33.73501214	34.74706308	35.78947549	36.86315884	37.96905368	39.10812665	40.28136956	41.48981147
	20-Mar-22	32.41593148	33.38840811	34.39006153	35.42176275	36.48441623	37.57894927	38.70631679	39.86750636	41.06353298	42.29543804	43.56430204
	19-Mar-23	33.71256874	34.72394444	35.76566399	36.83863326	37.94379288	39.08210724	40.25456946	41.46220661	42.7060743	43.98725556	45.30687412
	17-Mar-24	34.7239458	35.76566277	36.83863391	37.94379226	39.08210667	40.25457046	41.46220654	42.70607281	43.98725653	45.30687322	46.66608034

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Supervisor of Urban Forestry	21-Mar-21	36.64797165	37.74741105	38.87983502	40.04622815	41.24761589	42.48504385	43.75959593	45.07238218	46.42455558	47.81729154	49.2518096
	20-Mar-22	38.48037023	39.6347816	40.82382677	42.04853956	43.30999668	44.60929604	45.94757573	47.32600129	48.74578359	50.20815612	51.71440008
	19-Mar-23	40.01958504	41.22017286	42.45677984	43.73048114	45.04239655	46.39366788	47.78547876	49.21904134	50.69561493	52.21648237	53.78297608
	17-Mar-24	41.22017259	42.45677805	43.73048323	45.04239557	46.39366845	47.78547792	49.21904312	50.69561258	52.21648338	53.78297684	55.39646536
Supvr of Industrial Waste Disp	21-Mar-21	32.20458413	33.17072169	34.16584413	35.19082026	36.2465451	37.33394	38.45395983	39.60757952	40.79580552	42.01967846	43.28026929
	20-Mar-22	33.81481334	34.82925777	35.87413633	36.95036127	38.05887236	39.200637	40.37665782	41.5879585	42.8355958	44.12066238	45.44428276
	19-Mar-23	35.16740587	36.22242808	37.30910179	38.42837572	39.58122725	40.76866248	41.99172413	43.25147684	44.54901963	45.88548887	47.26205407
	17-Mar-24	36.22242805	37.30910093	38.42837484	39.58122699	40.76866407	41.99172236	43.25147586	44.54902114	45.88549022	47.26205354	48.67991569
Supvr of Water DistributionMnt	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Surveyor	21-Mar-21	31.75801019	32.71074819	33.69207195	34.70283469	35.7439207	36.81623817	37.9207252	39.05834389	40.23009549	41.43699939	42.68010841
	20-Mar-22	33.3459107	34.3462856	35.37667555	36.43797642	37.53111674	38.65705008	39.81676146	41.01126109	42.24160026	43.50884936	44.81411384
	19-Mar-23	34.67974712	35.72013702	36.79174257	37.89549548	39.0323614	40.20333208	41.40943192	42.65171153	43.93126427	45.24920333	46.60667839
	17-Mar-24	35.72013954	36.79174114	37.89549485	39.03236035	40.20333225	41.40943204	42.65171488	43.93126288	45.2492022	46.60667943	48.00487874
Technical Systems Analyst	21-Mar-21	38.54001817	39.69622159	40.88710761	42.11371953	43.37713169	44.67844469	46.01879857	47.39936321	48.8213432	50.28598481	51.79456329
	20-Mar-22	40.46701908	41.68103267	42.931463	44.2194055	45.54598827	46.91236692	48.3197385	49.76933137	51.26241036	52.80028405	54.38429146
	19-Mar-23	42.08569985	43.34827397	44.64872151	45.98818172	47.36782781	48.7888616	50.25252804	51.76010463	53.31290677	54.91229541	56.55966312
	17-Mar-24	43.34827084	44.64872219	45.98818316	47.36782717	48.78886264	50.25252744	51.76010388	53.31290777	54.91229398	56.55966427	58.25645301
Therapeutic Rec Program Coord	21-Mar-21	23.94999479	24.66849246	25.40854793	26.17080546	26.95592832	27.76460585	28.59754567	29.45547068	30.3391337	31.2493091	32.33121893
	20-Mar-22	25.14749453	25.90191708	26.67897532	27.47934574	28.30372473	29.15283614	30.02742296	30.92824422	31.85609039	32.81177455	33.94777988
	19-Mar-23	26.15339431	26.93799376	27.74613434	28.57851956	29.43587372	30.31894959	31.22851987	32.16537399	33.130334	34.12424553	35.30569107
	17-Mar-24	26.93799614	27.74613357	28.57851837	29.43587515	30.31894993	31.22851807	32.16537547	33.13033521	34.12424402	35.1479729	36.3648618
Urban Forestry Specialist	21-Mar-21	24.17614384	24.90142666	25.64847061	26.41792568	27.21046224	28.02677759	28.86757886	29.73360715	30.62561381	31.54438254	32.4907152
	20-Mar-22	25.38495103	26.14649799	26.93089414	27.73882196	28.57098535	29.4281147	30.3109578	31.2202875	32.1568945	33.12160167	34.11525096
	19-Mar-23	26.40034907	27.19235791	28.0081299	28.84837484	29.71382476	30.60523929	31.52339611	32.469099	33.44317028	34.44646574	35.479861
	17-Mar-24	27.19235954	28.00812865	28.8483738	29.71382609	30.60523951	31.52339647	32.46909799	33.44317197	34.44646539	35.47985971	36.54425683
Utilities Constructn Insp Spvr	21-Mar-21	32.20458413	33.17072169	34.16584413	35.19082026	36.2465451	37.33394	38.45395983	39.60757952	40.79580552	42.01967846	43.28026929
	20-Mar-22	33.81481334	34.82925777	35.87413633	36.95036127	38.05887236	39.200637	40.37665782	41.5879585	42.8355958	44.12066238	45.44428276
	19-Mar-23	35.16740587	36.22242808	37.30910179	38.42837572	39.58122725	40.76866248	41.99172413	43.25147684	44.54901963	45.88548887	47.26205407
	17-Mar-24	36.22242805	37.30910093	38.42837484	39.58122699	40.76866407	41.99172236	43.25147586	44.54902114	45.88549022	47.26205354	48.67991569
Video Production Specialist	21-Mar-21	23.16605507	23.86103616	24.57686648	25.31417226	26.07359647	26.85580589	27.66148158	28.49132512	29.34606184	30.226447	31.13324053
	20-Mar-22	24.32435783	25.05408797	25.80570981	26.57988087	27.3772763	28.19859618	29.04455566	29.91589137	30.81336493	31.73776935	32.68990256
	19-Mar-23	25.29733214	26.05625149	26.8379382	27.64307611	28.47236735	29.32654003	30.20633789	31.11252703	32.04589953	33.00728012	33.99749866
	17-Mar-24	26.05625211	26.83793903	27.64307635	28.47236839	29.32653837	30.20633623	31.11252802	32.04590284	33.00727651	33.99749853	35.01742362

Classification	Effective Date	1	2	3	4	5	6	7	8	9	10	11
Vital Statistics Coordinator	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Wastewater Collection Supvr	21-Mar-21	33.98343245	35.00293657	36.05302342	37.13461532	38.24865407	39.39611366	40.57799767	41.7953376	43.04919688	44.34067258	45.67089394
	20-Mar-22	35.68260407	36.75308339	37.85567459	38.99134609	40.16108678	41.36591935	42.60689756	43.88510448	45.20165672	46.55770621	47.95443864
	19-Mar-23	37.10990823	38.22320673	39.36990158	40.55099993	41.76753025	43.02055612	44.31117346	45.64050866	47.00972299	48.42001446	49.87261618
	17-Mar-24	38.22320548	39.36990293	40.55099863	41.76752993	43.02055616	44.3111728	45.64050866	47.00972392	48.42001468	49.87261489	51.36879467
Water Security Supvr	21-Mar-21	28.278002	29.378426	30.521673	31.709409	32.943365	34.225339	35.557201	36.940892	38.378428	39.871905	41.423501
	20-Mar-22	29.6919021	30.8473473	32.04775665	33.29487945	34.59053325	35.93660595	37.33506105	38.7879366	40.2973494	41.86550025	43.49467605
	19-Mar-23	30.87957818	32.08124119	33.32966692	34.62667463	35.97415458	37.37407019	38.82846349	40.33945406	41.90924338	43.54012026	45.23446309
	17-Mar-24	31.80596553	33.04367843	34.32955692	35.66547487	37.05337922	38.49529229	39.9933174	41.54963769	43.16652068	44.84632387	46.59149698
Water Works Maint Field Supvr	21-Mar-21	26.8568515	27.66255711	28.49243408	29.34720784	30.22762409	31.13445349	32.06848484	33.03054152	34.02145871	35.04210055	36.09336323
	20-Mar-22	28.19969407	29.04568497	29.91705578	30.81456823	31.73900529	32.69117617	33.67190908	34.6820686	35.72253165	36.79420558	37.89803139
	19-Mar-23	29.32768183	30.20751237	31.11373802	32.04715096	33.00856551	33.99882321	35.01878545	36.06935134	37.15143292	38.2659738	39.41395265
	17-Mar-24	30.20751229	31.11373774	32.04715016	33.00856549	33.99882247	35.01878791	36.06934901	37.15143188	38.2659759	39.41395302	40.59637123
WIC Program Coordinator	21-Mar-21	28.64689227	29.50629788	30.39148808	31.30323258	32.24232843	33.2096	34.2058852	35.23206358	36.28902759	37.37769637	38.49902711
	20-Mar-22	30.07923688	30.98161277	31.91106249	32.8683942	33.85444485	34.87008	35.91617946	36.99366675	38.10347897	39.24658118	40.42397846
	19-Mar-23	31.28240636	32.22087728	33.18750499	34.18312997	35.20862265	36.2648832	37.35282664	38.47341343	39.62761813	40.81644443	42.0409376
	17-Mar-24	32.22087855	33.1875036	34.18313014	35.20862387	36.26488133	37.35282969	38.47341144	39.62761583	40.81644668	42.04093777	43.30216573
Zoning Plan Examiner	21-Mar-21	28.19907194	29.04504329	29.91639417	30.81388463	31.73830217	32.690451	33.67116414	34.68129822	35.72174018	36.79339206	37.89719313
	20-Mar-22	29.60902553	30.49729545	31.41221388	32.35457886	33.32521728	34.32497355	35.35472235	36.41536313	37.50782719	38.63306166	39.79205278
	19-Mar-23	30.79338656	31.71718727	32.66870244	33.64876201	34.65822597	35.69797249	36.76891124	37.87197765	39.00814028	40.17838413	41.38373489
	17-Mar-24	31.71718815	32.66870289	33.64876351	34.65822488	35.69797275	36.76891166	37.87197858	39.00813698	40.17838448	41.38373565	42.62524694

APPENDIX D: HEALTH INSURANCE PREMIUMS, COPAYS, AND OUT OF POCKET EXPENSES

BEGINNING JANUARY 1, 2015

	<u>Single</u>	<u>Family</u>
Premium Share (monthly)	10%	10%
Deductible	\$500 ¹	\$1,000 ²
Co-Insurance	20% to \$1,500 ³	20% to \$3,000 ⁴
Out of Pocket	\$2,000 ⁵	\$4,000 ⁶
RX (Generic/Brand/Non-formulary)	\$10/20/30	\$10/20/30

Employee monthly health insurance contributions shall be capped at \$85 for a single plan and \$200 for a family plan for the duration of this Agreement.

¹ \$1,000 Non-network

² \$2,000 Non-network

³ 50% to \$3,000 Non-network

⁴ 50% to \$6,000 Non-network

⁵ \$4,000 Non-network

⁶ \$8,000 Non-network

APPENDIX E: DISCIPLINARY MATRIX

Possible Penalties for Infractions

This matrix contains examples of types of infractions and is a guideline only. **This list is not inclusive of all of the possible infractions.** If a disciplinary issue arises that this matrix does not address, please contact the Central Human Resources Department.

Multiple infractions that rise out of an event may increase the severity of the proposed penalty. Likewise, a person's overall disciplinary history will affect the discipline received. A person may face a serious level of discipline (dismissal or lengthy suspension) on the first instance of an infraction, depending on the severity of a person's actions and/or the prior disciplinary record. For minor infractions, and particularly for a first incident, counseling may be considered by the supervisor before resorting to discipline under this matrix.

Unclassified, non-represented employees may be disciplined (up to and including dismissal) in any manner that the designated appointed authority determines is appropriate, subject to review by the Human Resources Department.

In addition to reprimands and suspensions, other forms of discipline include:

- Loss of all or part of vacation
- Reduction to lower pay steps within the range (Hourly rate cannot be lower than the first step of the pay range)
- Demotion

These alternatives can be helpful, especially when staffing levels are limited and your ability to provide services are strained. For example, suspending an employee may not be the most appropriate penalty for an employee whose infraction is related to attendance (A reduction of pay within the pay range (equaling a suspension) might be a better way to discipline the employee.).

Disciplinary suspensions should generally not exceed 80 hours. Anything over that should be rare and should only be recommended after consulting with the Human Resources Department prior to issuing the discipline. Dismissal might be more appropriate in some circumstances.

FLSA-Exempt employees may be disciplined in increments of 8 hours for certain types of infractions. Contact Central HR for more information.

Attendance	1st Incident	2nd Incident	3rd Incident	4th Incident	5th Incident
Absent Without Approved Leave (but followed the proper call-in procedure) or Failed to arrive in time to be assigned to regular job duties.	Oral Reprimand	Written Reprimand	Hearing: 8 hr Suspension	Hearing: 24 – 40 hr Suspension	Hearing: 40 hr to Suspension Dismissal
Absent Without Approved Leave (AWOL): 1. Employee was absent <i>and</i> 2. Did not follow proper call-in procedure.	Written Reprimand	Hearing: 8 hr Suspension	Hearing: 24 – 40 hr Suspension	Hearing: 40 hr to Suspension Dismissal	
No Call/No Show for 3 consecutive days / Job abandonment	Hearing: Dismissal				
Walking off the job	Hearing: 8 to 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal		
Excessive Tardiness or excessive Leaving Early	Oral Reprimand	Written Reprimand	Hearing: 8 hr Suspension	Hearing: 40 hr Suspension	Hearing: Dismissal
Excessive absenteeism	Written Reprimand to Hearing: 8hr Suspension	Hearing: 40 hr Suspension	Hearing: 80 hr Suspension	Hearing: Dismissal	

Incarceration cannot be a basis for approved leave and will always be considered Absent Without Leave (AWOL). The discipline an employee receives in response to incarceration will be based on the length of incarceration.

Insubordination	1st Incident	2nd Incident	3rd Incident	4th Incident
Refusal to follow lawful orders	Hearing: Written reprimand to 40 hr Suspension	Hearing: 8 hr Suspension to Dismissal	Hearing: 24 hr Suspension to Dismissal	Dismissal

Discipline for insubordination should take into consideration the consequences of the insubordination (i.e., were the consequences, or potential consequences, of the insubordination serious?)

Violation of Civil Service Rules, Civil Service Law, Ohio Code of Ethics	1st Incident	2nd Incident
Cheating on Civil Service Exam	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal
Violation of State of Ohio Code of Ethics . <i>An abbreviated version of these can be found on the Labor Relations page on City Matters</i>	Hearing: 8 hr Suspension to Dismissal	Hearing: 40 hr Suspension to Dismissal
Accepting Tips or Gifts	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal
Accepting Bribes	Hearing: Dismissal	
Conflict of Interest	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal
Misuse of Position / Using position for personal benefit (<i>Please reference Violation of State of Ohio Code of Ethics above</i>)	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal
Misrepresentation of position / self	Hearing: 8 hr suspension to Dismissal	Hearing: Dismissal

SUBSTANCE ABUSE	1st Incident	2nd Incident
Violation of Administrative Regulation 52	Hearing: 40 hr Suspension	Hearing: Dismissal
Failure to comply with the evaluation or treatment recommendations as determined by the Substance Abuse Professional (SAP), following a positive drug or alcohol test	Hearing: Dismissal	

DISHONESTY	1st Incident	2nd Incident	3rd Incident
Misuse of City funds	Hearing: 8 hr suspension to Dismissal	Hearing: Dismissal	
Deliberately making false accusations or statements / lying / lies of omission / Misrepresenting facts	Hearing: 8 hr Suspension to Dismissal	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal
Theft	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal	
Falsification of records	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal	
Fraudulent use of leave time (Sick, IWP, Union) / Using leave time for other purposes than requested*	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal	

*Examples include, but are not limited to, calling in sick for other purposes, and submission of an altered doctor's note.

FAILURE GOOD BEHAVIOR	1st Incident	2nd Incident	3rd Incident
Violating the City Internet Access and E-mail policy	Written reprimand to 24 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal
Altercation with member of the public, at citizens, customers, co-workers, supervisor, including yelling, screaming, loss of temper, or aggressive behavior	Written reprimand to 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: 80 hr Suspension Dismissal
Disruption of the work place (which can include, but is not limited to: disparaging remarks about another, cursing, malicious gossip, refusing to speak to someone about business matters, or emotional outbursts)	Written Reprimand to 8 hr Suspension (depending on seriousness of employee's behavior)	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal
Overt disrespect for supervision	Written Reprimand to 40 hr Suspension	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal
Sexual Misconduct or Harassment / Violation of Administrative Regulation 25 or Administrative Regulation 55	Hearing: 8 hr Suspension to Dismissal	Hearing: 80 hr Suspension	Hearing: Dismissal
Personal use / Misuse of City equipment or property	Hearing: 8 hr Suspension to Dismissal	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal
Gambling while on duty	Counseling to Written Reprimand	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal
Sleeping on the job	Written reprimand to 24 hour Suspension	Hearing: 8 – 40 hr Suspension	Hearing: Dismissal
Knowingly issuing illegal or unsafe orders, approving or condoning acts that are prohibited by the City.	Hearing: 8 hr Suspension to Dismissal	Hearing: 8 hr Suspension to Dismissal	Hearing: 40 hr Suspension to Dismissal
Working when not scheduled, working unscheduled and unapproved overtime	Written reprimand – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal

Violation of City’s Code of Conduct (HR P&P, Section 2.8)	Written reprimand – 40 hr Suspension	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal
<i>Conviction of any City, State, or Federal law in connection with their duties.</i>	<i>Please consult with the Central Human Resources’ Labor section for guidance.</i>		

FAILURE GOOD BEHAVIOR – Forfeiture of Public Employment, Off-duty misconduct, criminal charges or convictions – Must consult City HR and Law prior to issuing any discipline	1st Incident
<ul style="list-style-type: none"> (1) A felony that is an offense of violence as defined in section 2901.01 of the Revised Code; (2) A felony that is a felony drug abuse offense as defined in section 2925.01 of the Revised Code; (3) A felony under the laws of this or any other state or the United States that is a crime of moral turpitude; (4) A felony involving dishonesty, fraud, or theft; (5) A felony that is a violation of section 2921.05, 2921.32, or 2921.42 of the Revised Code. 	Forfeiture of Public Employment / Dismissal

For convictions that don’t rise to a felony: Again, an employee may be disciplined for convicted offences. Whether a person can continue to work in their present capacity is dependent on the job relatedness of the offence. Some persons may not continue work in a particular capacity due to the fact that there are specific legal prohibitions against it. If it is discovered that an employee has been arrested or convicted of a particular offence, the Law Department and Human Resources Department should be contacted to determine if the employee can continue to work in the position that they currently hold. If they are not permitted to work in the position they currently hold, the employee may be placed in another position for which they are qualified (if one exists), demoted, or dismissed. **A person may also be disciplined for failing to report arrests or convictions – please refer to the section on “Neglect of Duty”.*

FAILURE GOOD BEHAVIOR – Workplace Violence	1st Incident	2nd Incident	3rd Incident	4th Incident
Causing physical harm or threatening harm, or demonstrating bullying behavior	Hearing: 8 hr Suspension to Dismissal	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal	
Physical attack (fighting, hitting, pushing, shoving, throwing objects)	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal		
Intentionally damaging property	Hearing: 8 hr Suspension to Dismissal	Hearing: Dismissal		
Possession or illegal use of weapons / Firearms on City Property	Hearing: 80 hr Suspension to Dismissal	Hearing: Dismissal		

NEGLECT OF DUTY	1st Incident	2nd Incident	3rd Incident	4th Incident
Failure to report physical arrests or convictions*	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal	
Failure to report damage to motor equipment	Written Reprimand to 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal	
Unsafe work practices that caused, or could have caused death, or other serious consequences to self or others (this could be from observation of an unsafe act by a supervisor, or as a result of an accident investigation).	Hearing: 8 hr Suspension to dismissal	Hearing: 80 hr Suspension to dismissal	Hearing: Dismissal	
1. Failure to follow safety rules, which did not result in an incident. 2. Blatant or repeated disregard of SOP's or Safety Protocols. 3. Not wearing or using required safety equipment	Oral or Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal

*Citations and parking offenses would not apply.

NEGLECT OF DUTY	1st Incident	2nd Incident	3rd Incident	4th Incident
Failure to follow department's call-in procedure.	Oral Reprimand	Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal
Failure to inform department of change of address in a reasonable time frame	Oral Reprimand	Written Reprimand	Hearing: 8 hr Suspension	Hearing: 8 hr Suspension to dismissal
Failure to follow work procedures	Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal
Not wearing required uniform or failing to adhere to established written dress code or grooming standards (employees may be immediately sent home for this and go without pay for the day)	Oral Reprimand	Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal
Not enforcing safety rules	Written Reprimand	Hearing: 40 to 80 hr Suspension	Hearing: Dismissal	
Not exercising supervisory responsibility	Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension (or greater), Demotion, or Dismissal	Hearing: Dismissal
Suspension / Revocation of Required Driver's License*	Hearing: 8 to 24 hr Suspension (or equivalent) and possible demotion	Hearing: 32 to 48 hr Suspension (or equivalent) and possible demotion	Hearing: 64 hr Suspension to Dismissal	

*An employee who loses their driver's license, but later receives driving privileges (allowing them to drive at work) from the courts should be permitted to operate city vehicles (provided the employee only drives a vehicle that does not require a Commercial Driver's License (CDL); a loss of license automatically suspends a Commercial Driver's License and courts cannot override the suspension of a CDL). Any agency wishing to deviate from this practice must first receive permission from the Director of Human Resources.

Incompetency or Inefficiency	1st Incident	2nd Incident	3rd Incident	4th Incident
Engaged in non-work related activities on City time, or personal use of work related materials	Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal	Hearing: Dismissal
Failure to meet work standards	Oral Reprimand	Written Reprimand	Hearing: 8 – 40 hr Suspension	Hearing: 40 hr Suspension to Dismissal

For any violation of any City or Department Policies, Procedures, Administrative Regulations, Municipal Code, or committing offenses as outline in Ohio Revised Code 124.34, or anything not specifically listed in this guide, the appropriate discipline will be decided on a case by case basis. Contact the Labor Relations Section of the Human Resources Department for guidance.

The City Manager, appointing authority, or the Director of Human Resources, or their designee, may recommend discipline which is greater or less than these guidelines.

NEGLECT OF DUTY – Accidents with Injury, and Vehicle Accidents, Equipment and / or Property Damage

Non-Preventable Incident / Accident

The employee demonstrates an acceptable level of skill and knowledge of both the established work procedures and the safety policies; and, the employee was in compliance with the said procedures and policies when the incident occurred. The investigator can identify no actions or failures to act by the employee that would have averted the incident. In the investigator’s judgment, contributing environmental factors were not reasonably foreseeable or controllable.

Preventable Incident / Accident

The employee demonstrates an acceptable level of skill and knowledge of both the established work procedures and the safety policies; and, the employee was not in compliance with one or more of the said procedures and policies when the incident occurred. The investigator can identify at least one action or failure to act by the employee that would have averted the incident; and/or, the investigator can identify one or more contributing environmental factors which the employee could have reasonably been expected to anticipate or control.

A preventable accident does not have to include an injury or property damage; failing to adhere to the above mentioned policies or procedures will still be subject to discipline.

	1 st Incident / Accident	2 nd Incident / Accident	3 rd Incident / Accident	4 th Incident / Accident	5 th Incident / Accident
Discipline when having a preventable accident:	Oral Reprimand to 24 hr Suspension	Written Reprimand to 40 hr Suspension	Hearing: 8 hr Suspension to dismissal	Hearing: 24 hr Suspension to dismissal	Dismissal