

**AGREEMENT**  
**Between**

**VILLAGE OF VILLA PARK**  
**and**

**LOCAL 964,**

**AMERICAN FEDERATION OF  
STATE, COUNTY AND MUNICIPAL EMPLOYEES,  
COUNCIL 31, AFL-CIO**

**(January 1, 2026 to December 31, 2028)**

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PREAMBLE

Whereas the VILLAGE OF VILLA PARK and LOCAL 964, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, COUNCIL 31, AFL-CIO, by law, shall endorse the practices and procedures of collective bargaining as a fair and orderly way of conducting its relations with the bargaining unit;

Whereas, the Village of Villa Park Employees Union, Village Local 964, wishes to establish satisfactory employment relations through a mutual process, to promote quality and continuance of public service, to achieve full recognition for the value of the employees and the essential services provided, to specify wages, hours, benefits and working conditions as well as provide for prompt and equitable resolution of disputes without any interruption of or other interference with the operation of the Village.

## AGREEMENT

This AGREEMENT has been made and entered into by and between the VILLAGE OF VILLA PARK (hereinafter referred to as the "Village") and COUNCIL 31, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO (hereinafter referred to as the "Union") on behalf of AFSCME Local 964.

The Union has been duly certified by the Illinois State Labor Relations Board for the purposes of collective bargaining for the Unit of employees. The use of the male gender shall refer equally to males or females when used in the agreement.

### ARTICLE I RECOGNITION

The Village recognizes the Union as the sole and exclusive bargaining agent in all matters of wages, hours and conditions of employment for all full-time and regular part-time employees employed by the Village of Villa Park who are employees within the meaning of Section 3(n) of the Illinois Public Labor Relations Act, but excluding all confidential, short-term and managerial employees and supervisors as defined by the Act and excluding Firefighters, Police Officers, Civil Engineers and Engineer's Assistants.

### ARTICLE II NON-DISCRIMINATION

Section 2.1. Neither the Village nor the Union shall discriminate against any employee on the basis of race, sex, creed, religion, color, marital or parental status, age, national origin, handicap or other non-merit factors. Neither the Village nor the Union shall interfere with the right of employees covered by this contract to become or not become members of the Union, and there shall be no discrimination against any such employees because of lawful union membership or non-membership activity or status.

Section 2.2. Americans with Disabilities Act. The Village may take reasonable steps necessary to comply with the Americans with Disabilities Act (ADA). If the Village believes it inappropriate to act in a manner inconsistent with the Agreement in order to comply with the ADA, the Village shall notify the Union, in writing, of the circumstances and proposed action prior to implementation and meet with the Union, if so requested.

### ARTICLE III UNION SECURITY

Section 3.1. Dues Checkoff. While this Agreement is in effect, the Village will deduct from each employee's paycheck once each pay period the

uniform, regular monthly union dues for each employee in the bargaining unit who has filed with the Village a voluntary, effective checkoff authorization.

**A Union member desiring to revoke the dues checkoff may do so by written notice to the Union at any time.** The actual dues amount deducted, as determined by the Union, shall be uniform in dollar amount for each employee. There will be one uniform amount for full-time employees, and two amounts for part-time employees in order to ease the Employer's burden of administrating this provision.

If the employee has no earnings due for that period, the Union shall be responsible for collection of dues. The Union agrees to refund to the employee any amounts paid to the Union in error on account of this dues deduction provision. The Union may change the fixed uniform dollar amount which will be considered the regularly monthly fees twice each year during the life of this agreement. The Union will give the Village thirty (30) days' notice of any such change in the amount of uniform dues to be deducted.

Section 3.3. Union Indemnification. The Union shall indemnify, defend and save the Village harmless against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all legal costs that shall arise out of or by reason of action taken or not taken by the Village in complying with the provisions of this Article. If an improper deduction is made, the Union shall refund directly to the employee any such amount.

#### ARTICLE IV UNION AND EMPLOYEE RIGHTS

Section 4.1. Employee Time Off. Employees shall, after giving appropriate notice to their supervisor, be allowed reasonable time off with pay during work hours to attend grievance hearings, labor/management meetings, committee meetings and activities if such committees have been established by this Contract, or meetings called to by the Village if such employees are required to attend such meetings by virtue of being Union representatives, stewards, witnesses, or grievants, if such attendance does not substantially interfere with the Village's operations.

Section 4.2. Union Access. One (1) AFSCME representative shall normally have access to the premises of the Village in order to help resolve a serious dispute or problem arising under this Agreement. In the event a resource person(s) from AFSCME is (are) needed to discuss a specialized concern, such representative(s) shall also receive access with the designated representative subject to the other requirements of this section. In order to receive access, the representative(s) must provide notice to the department or his designee. The representative(s) may visit with employees during their non-working hours if such visit does not disturb the work of employees who may otherwise be working.

The Village may agree to allow or deny, at its sole discretion, the right in emergency situations of Union staff representatives or local Union representatives to call a meeting during work hours to prevent, resolve or clarify a problem.

Section 4.3.        Distribution Of Union Literature. An employee shall be permitted to distribute Union literature during his non-working hours. The Union shall be allowed to use the Village's inter-department mail system to distribute Union literature.

Section 4.4.        Use Of Village Facilities. The Union will be permitted to use Village facilities for Union meetings, when available, under reasonable conditions as normally imposed by the Village.

Section 4.5.        Bulletin Boards. The Village agrees to provide a bulletin board in each of the following buildings for use by the Union: Police Department, Village Hall, Park Maintenance Garage, Village Maintenance Garage, Iowa Center, and Public Works. The boards shall be for the sole and exclusive use of the Union. The items posted shall not be political, partisan, obscene or defamatory. A copy of all notices shall be given to the Village Manager prior to their posting on the bulletin board.

Section 4.6.        Time Off. Local Union representatives shall be allowed reasonable time off without pay for legitimate Union business such as Union meetings, Union Committee meetings, State or International conventions – provided such representative shall give reasonable notice to his supervisor of such absence and shall be allowed such time off if it does not substantially interfere with the operating needs of the Village. The employee may utilize any accumulated time (holiday, personal, vacation pay) in lieu of taking time off without pay. Such time off shall not be detrimental in any way to the employee's record.

Section 4.7.        New Employee Orientation. When a new bargaining unit employee is hired by the Village, a Union representative will be allowed to meet at the end of the Village orientation program with the new employee for **up to one (1) hour** without loss of pay for either employee for Union orientation. Both employees will notify their supervisors prior to attending the orientation.

## ARTICLE V MANAGEMENT RIGHTS

Section 5.1.        It is understood and agreed that the Village possesses the sole and exclusive right and authority to manage and direct the employees of the Village and its various departments and divisions in all aspects including, but not limited to, all rights and authority exercised by the Village prior to the

execution of this Agreement and all other rights and authority, including those listed below, except as may be specifically modified by another provision of this Agreement:

The right to determine its mission, policies and to set forth all standards of service offered to the public;

To plan, direct, control and determine the operations or services to be conducted by employees of the Village, as well as their location and time and method of delivery;

To determine and revise the method, means, number and type of personnel needed to carry out the mission of the Village and of its various departments and divisions;

To manage and direct the working forces;

To hire employees and to assign or transfer employees within and between departments or divisions for legitimate operating purposes;

To promote employees to positions within the bargaining unit;

To suspend, discipline or discharge employees except as otherwise limited by this Agreement;

To lay off employees;

To make, publish, enforce and alter rules and regulations for the conduct of employees, such rules and regulations shall not be unreasonable;

To introduce new or revised work methods, work practices, equipment or facilities and to eliminate or consolidate work methods, work practices, equipment or facilities;

To determine the qualifications required for each job and to determine the competence and qualifications of each employee;

To use temporary and seasonal employees as the Village in its sole discretion deems appropriate;

To create new positions, departments or divisions or to eliminate, consolidate or modify existing positions, departments or divisions;

To establish and alter the number of shifts, hours of work and work schedules;

To subcontract or contract out for goods and services;

To schedule and assign work, including overtime work;

To establish work and productivity standards which shall not be unreasonable;

To make temporary and/or permanent promotions to supervisory positions; and

To determine the purpose and mission of the Village and the amount of budget to be adopted, therefore.

Section 5.2. The parties agree that the Village's exercise of any of the rights listed above shall not conflict with any of the express written provisions of this Agreement. In the event of such a direct conflict, the express written provisions of this Agreement shall control.

Section 5.3. The parties agree that there is nothing in this Agreement which would limit the Village's right to respond to a civil emergency in any reasonable manner, and this Agreement shall be so interpreted.

ARTICLE VI  
SUBCONTRACTING

The Village reserves the right to contract out any work it deems necessary in the interests of efficiency, economy, improved work product or emergency. It is the general policy of the Village to continue to utilize its employees to perform work they are qualified to perform. Except where an emergency situation exists, before the Village changes its policy involving the subcontracting of work, where such policy change will result in the layoff of bargaining unit employees, the Village will notify the Union and offer the Union an opportunity to discuss the matter.

ARTICLE VII  
GRIEVANCE PROCEDURE

Section 7.1. Definition of Grievance.

A grievance is defined as any difference, complaint or dispute between the Village and the Union or any employee regarding the application, meaning or interpretation of this Agreement. The Union may file a grievance at Step 3 concerning any matter covered in a work rule, and such grievance shall be processed in accordance with this Article. Grievances may be processed by the Union on behalf of an employee or on behalf of a group of employees or itself setting forth name(s) or group(s) of the employee(s). The Union may have the grievant or one grievant representing group grievants present at any step of the grievance procedure, and the employee is entitled to Union representation at each and every step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to the appropriate employees within that group.

Section 7.2. Grievance Steps.

Step 1.                    Immediate Supervisor  
The employee and/or Union shall orally raise the grievance with the employee's supervisor who is outside of the bargaining unit. The employee shall inform the supervisor that this discussion constitutes the first step of the grievance procedure. All grievances must be presented not later than ten (10) working days from the date the grievant became aware or should reasonably have become aware of the occurrence giving rise to the complaint. The immediate supervisor shall render an oral response to the grievance within five (5) working days after the grievance is presented. If the oral grievance is not resolved at Step 1, the immediate supervisor and grievant and Union representative shall sign the written statement of grievance prepare for submission at Step 2 acknowledging discussion of the grievance.

Step 2.                    Department Head  
In the event the grievance is not resolved in Step 1, it shall be presented in writing by the Union to the Department Head or designee within five (5)

working days after the supervisor's response is due. Within five (5) working days after the grievance is presented at Step 2, the Department Head or designee shall discuss the grievance with the Union. The Department Head or designee shall render a written answer to the grievance within five (5) working days after such discussion is held and provide a copy of such answer to the Union and affected employee.

**Step 3. Village Manager**

If the grievance is still unresolved, it shall be presented by the Union to the Village Manager or designee in writing within five (5) working days after the Step 2 response is received or is due, whichever is earliest. Within five (5) working days after receipt of the written grievance, the parties shall meet or hold other discussions in an attempt to solve the grievance unless the parties mutually agree otherwise. The Village Manager shall give his written response within five (5) working days following the meeting. If no meeting is held, the Village Manager shall respond in writing to the grievance within five (5) working days of receipt of the grievance.

**Step 4. Arbitration**

If the answer at Step 3 is unsatisfactory, the grievance may be submitted by the Union to binding arbitration within ten (10) working days after the Village Manager's answer is received or is due. The parties shall attempt to agree upon an arbitrator or the Federal Mediation and Conciliation Service within ten (10) calendar days after receipt of the notice of referral to arbitration. In the event the parties are unable to agree upon an arbitrator within the ten (10) calendar day period, the parties shall request the American Arbitration Association to submit a list of five (5) arbitrators.

The parties shall alternately strike the names of two arbitrators. The person whose name remains shall be the arbitrator, provided that either party, before striking any names, shall have the right to reject one (1) panel of arbitrators. The arbitrator shall be notified of his selection by a joint letter from the Village and the Union, requesting that he set a time and place for the hearing, subject to the availability of the Village and Union representatives and shall be notified of the issue where mutually agreed by the parties. Both parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator.

The Village or Union shall have the right to request the arbitrator to require the presence of witnesses and/or documents. Each party shall bear the expense of its own witnesses who are not employees of the Village. The expenses and fees of the arbitrator and the cost of the hearing room shall be shared equally by the parties. Nothing in this Article shall preclude the parties from agreeing to use the expedited arbitration procedures of the American Arbitration Association. The parties may agree to submit more than one (1) grievance to a selected arbitrator. The decision and award of the arbitrator shall be final

and binding on the Employer, the Union and the employee or employees involved. The arbitrator shall be requested to issue his decision within thirty (30) days after the conclusion of the testimony and argument. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record and makes a copy available without charge to the other party and to the arbitrator.

The arbitrator shall act in a judicial, not legislative, capacity and shall have no right to recommend to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. He shall only consider and make a decision with respect to the specific issue submitted, and shall have no authority to make a decision on any other issue not so submitted to him. In the event the arbitrator finds a violation of the terms of this Agreement, he shall fashion an appropriate remedy. The arbitrator shall submit in writing his decision within thirty (30) calendar days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to a written extension thereof. The decision shall be based solely upon his interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. A decision rendered consistent with the terms of this Agreement shall be final and binding.

Section 7.3. Time Limits. Grievances may be withdrawn at any step of the Grievance Procedure without prejudice. Grievances not appealed within the designated time limits will be treated as null and void. The time limits at any step or for any hearing may be extended by mutual agreement of the parties involved at that particular step.

Section 7.4. Time Off. Union stewards shall, if the Employer believes it necessary, be permitted a reasonable amount of time without loss of pay during working hours to investigate and process grievances provided that such activity shall not exceed a reasonable period of time, or unreasonably interrupt the work of employees. When on working time, stewards shall notify their immediate supervisors in advance of their intention to handle and process grievances. Supervisors may not unreasonably withhold permission to the stewards to engage in such activities. Grievants, Union stewards and witnesses whose testimony is pertinent to the Union's presentation or argument will be permitted reasonable time without loss of pay to attend grievance meetings and/or respond to the Union's investigation.

Section 7.5. Advance Grievance Step Filing. Certain issues which by nature are not capable of being settled at a preliminary step of the grievance procedure or which would become moot due to the length of time necessary to exhaust the grievance steps, may by mutual agreement be filed at the appropriate advance step. The appropriate union representative and the appropriate Village representative shall mutually agree upon such advance step filing.

Section 7.6.        Pertinent Witnesses And Information. The Union or the Village may request the production of specific documents, books, papers or witnesses reasonably available from the other side and substantially pertinent to the grievance under consideration. Such request shall not be unreasonably denied, but reasonable copying cost may be charged.

ARTICLE VIII  
NO STRIKE OR SLOWDOWN

Section 8.1.        No Strike Or Slowdown. During the term of this Agreement, neither the Union nor its agents nor any employee for any reason will authorize, institute, aid, condone or engage in any slowdown, work stoppage, or strike.

Section 8.2.        Union Official Responsibility. The Union agrees to notify all local officers and representatives of their obligation and responsibility for maintaining compliance with this Article. In the event any such prohibited activity occurs, the Village will notify the Union and the Union will immediately take good faith action to cause such activity to cease.

Section 8.3.        Discipline. The Village may discipline, including discharge, any employee who violates Section 8.1 and Section 8.2.

ARTICLE IX  
SENIORITY

Section 9.1.        Definition. Seniority is defined as the employee's total length of service from the employee's last date of hire with the Village, except as otherwise provided in this Agreement. Part-time employees shall have their seniority accounted for on a pro-rata basis. In the event that employees have the same seniority date, then for the purposes of breaking a tie in seniority, a lottery will be held to determine the person with the most seniority, with the lowest number from the lottery having the higher seniority. For promotions and layoffs seniority shall prevail, except as provided by this Agreement. Non-merit factors unrelated to work performance shall not be considered.

Section 9.2.        Loss of Seniority. An employee will lose all seniority and continuous employment with the Village if such employment is interrupted for any of the following reasons:

- (a) Employee quits or retires;
- (b) Employee is discharged for cause;
- (c) Employee absent for five (5) consecutive working days without notifying the Village;

- (d) Employee fails to return to work at the end of an approved leave of absence;
- (e) Employee fails to return from layoff within seven (7) calendar days from the date of recall;
- (f) Employee is absent from work because of a layoff for a period of time in excess of eighteen (18) months.

ARTICLE X  
PROBATIONARY PERIOD

Section 10.1. Length. All new employees shall be considered as probationary employees **for twelve (12) months of actual work for full-time employees and part-time employees.** During this initial probationary period, an employee shall be disciplined or discharged, as exclusively determined by the Village and such Village action shall, not be subject to Article 7 (Grievance Procedure). The Village will notify the Union prior to discharge.

Any unresolved grievance filed on behalf of a new employee who has not completed his initial probation shall be withdrawn without prejudice or precedent if said employee is terminated by the Village.

Section 10.2. Transfer Or Promotion. In the event an employee is transferred to a different position paying the same wage rate or promoted to a position paying a higher wage rate, such employee shall be considered a probationary employee for **six (6) months of actual work for full-time employees and part-time employees.** During this probationary period, the Village may return the employee to the employee's previous position for reasons of unsatisfactory performance of the duties of the new position, provided, however, that the Village has previously counseled the employee, given him written notice of his deficiencies and an opportunity to correct such deficiencies. An employee who transfers or promotes to a new position may voluntarily elect to return to his previous position during the probationary period at the employee's former rate of pay in that position.

Section 10.3. Hours Of Work Defined. For purposes of this section, "actual hours of work" does not include time paid for but not worked.

ARTICLE XI  
LAYOFF/RECALL

Section 11.1. Definition And Notice. A layoff is defined as a reduction in bargaining unit jobs where one or more employees is adversely affected.

The Village shall give the Union at least thirty (30) days' notice of any layoff. The Village shall provide the Union with the number of employees to be affected and their location(s). The Village and the Union shall meet and confer over possible ways to avoid a layoff prior to the Village exercising its management right to institute layoffs. The Village and the Union shall consider other alternatives to layoffs including, but not limited to, elimination of outside contractors and job sharing by employees.

Section 11.2.     Layoff. After its discussion with the Union, the Village shall determine in which classification(s) within the department and bargaining unit the layoff should occur and the number of employees to be laid off. If it is determined by the Village that layoffs are necessary, employees subject to layoff shall be given fifteen (15) days' notice by the Village prior to the effective date. Employees will be laid off in the following order:

Temporary and seasonal employees in an affected job classification;

Part-time employees by appropriate position classification and department in accordance with their seniority within the classification;

Bargaining unit employees by appropriate position classification and department in accordance with their seniority within the classification.

An employee subject to layoff may bump an employee with the least seniority in the same or lower position classification provided the bumping employee is capable of performing the work and has given written notice of his intention to bump within three (3) working days of receiving the layoff notice.

Section 11.3.     Recall. Employees who are laid off shall be placed on a recall list for a period of eighteen (18) months. Employees on said recall list have the obligation to keep the Village advised in writing of their current address. If there is a recall, employees who are on the recall list shall be recalled, in the inverse order of their layoff, provided they are presently qualified to perform the work in the job classification to which they are recalled without significant training. Significant for this section is defined as one (1) week. Within seven (7) calendar days after the notice of recall by registered letter, the employee must advise the Village in writing that he accepts re-employment and will be able to commence employment on the date specified in the notice. The Village may require, at its discretion, that an employee undergo and pass a medical examination at the Village's expense prior to being accepted for re-employment. An employee who declines recall, or who, in the absence of extenuating circumstances approved by the Village Manager, fails to respond as directed within the time allowed, shall be presumed to have resigned and shall forfeit any and all re-employment rights.

Section 11.4.     Welfare to Work. No AFSCME represented position shall be eliminated, hours reduced, or otherwise reduced in pay, as a result of any welfare to work initiatives. Duties normally performed by AFSCME represented employees shall not be assigned to welfare recipients or welfare to

work participants, nor shall AFSCME represented employees in any way be displaced or replaced by such individuals.

The Union will be notified at least ninety (90) days in advance whenever the Employer intends to use welfare recipients or welfare to work participants. Such notice shall include the number of individuals involved, their work locations and hours of work, and a summary of the type of tasks to be performed. Upon request by the Union, the parties shall meet promptly to discuss or negotiate, as appropriate, issues which arise as a result of welfare initiatives. Nothing contained in this section shall serve to diminish any rights of the Village already contained in Article VI – Subcontracting or Article XI – Layoff and Recall.

## ARTICLE XII JOB CLASSIFICATIONS

The Village reserves the right to draft and issue Job Classifications (job descriptions) for all bargaining unit employees, a copy of which shall be provided to each employee. When an issue arises as to whether an employee is working beyond the scope of his position classification, the employee may institute a grievance at Step 1 of the Grievance Procedure.

When a new bargaining unit Job Classification is established, or existing classifications are merged, the Village shall meet with the Union and negotiate over the proposed pay rate. If no agreement is reached within thirty (30) days, the Union may appeal the issue to Step 4 (Arbitration) of the Grievance Procedure for a determination of the appropriate pay rate for the new classification. The Village retains the right to temporarily fill the position. Pending final determination of the arbitrator, the Village's pay rate shall be in full force and effect.

Where allowable by state and federal law, incumbents in the bargaining unit whose existing Job Classifications are at least seventy-five (75%) encompassed within the new Job Classification and who possess the necessary skill and ability to perform the new job classification shall be re-classified accordingly. Thereafter, permanent vacancies in the new classification shall be posted.

## ARTICLE XIII FILLING OF VACANCIES

All permanent bargaining unit vacancies shall be posted on the bulletin boards in each worksite for a period of ten (10) working days prior to the Village taking any action to permanently fill such vacancies. During this period, employees who wish to apply for this open position or job may do so.

Permanent vacancies shall be filled in accordance with Article 9 (Seniority) in the following order of priority:  
Recall or transfer from layoff;  
Bargaining unit applicants;  
When the Village Manager determines that there are no qualified employees available from within the bargaining unit, he may consider outside applicants.

The order as specified in Section (1) and (2) above shall apply unless another less senior employee can be shown to have demonstrably superior qualifications. Any subsequent vacancy resulting from selection of an employee to fill a vacancy shall be posted and filled in accordance with this Article.

The Village is committed to the concept of advancement within the service through promotional opportunities which shall be open to all employees who meet the necessary requirements.

Where a permanent vacancy exists, the position may be filled by temporary assignment up to thirty (30) days. Thereafter, the position must be posted. Thereafter, the position must be filled in accordance with the applicable provisions of this Agreement. If an employee is temporarily assigned to a position with lower pay than their regular pay, they shall still receive their regular rate of pay. If the employee is temporarily assigned to a position outside his classification and having a higher rate of pay, the Village and the Union shall negotiate a temporary increase in pay. The Union shall be notified of all temporary assignments by the Village prior to this taking effect.

#### ARTICLE XIV HOURS OF WORK AND OVERTIME

Section 14.1. Normal Work Hours. Current regular work hours for bargaining unit employees shall remain in effect except as stated below. Except upon mutual agreement, any changes in regular work hours for bargaining unit employees shall only be made when needed for legitimate operating purposes. With the exception of part-time employees, bargaining unit employees are scheduled to work eight (8) hours, five (5) days weekly. The workweek shall be Monday through Friday with the exception of Police Department employees and certain custodial staff who are normally scheduled to work weekends. This section is not a guarantee of hours of work per day or per week.

Employees shall receive two (2) fifteen (15) minute paid rest periods during each eight (8) hour work shift.

There shall be a ten (10) minute personal clean-up period immediately prior to the end of each regular workday except under emergency conditions or when overtime is required immediately after the conclusion of the regular workday. A ten (10) minute personal clean-up period shall also be granted prior to each lunch period during normal working hours. Only the following job classifications shall be eligible for these clean-up periods, unless mutually agreed otherwise: Foreman, Building Maintenance Workers, Ground Workers, Public Works Laborers, Public Works Maintenance, Public Works Specialist, and Mechanics.

Employees shall receive one-half (1/2) hour unpaid lunch period during each eight (8) hour shift. Police employees who currently receive a paid lunch shall continue to receive such.

If an employee is required to work four (4) or more hours of consecutive overtime, he shall be entitled to a fifteen (15) minute paid break period as scheduled by the immediate supervisor, provided, however, that the four (4) consecutive hour period does not occur during meal hours of 6:00 p.m., 12:00 midnight or 6:00 a.m., or 12:00 noon on weekends and holidays, in which case the employee shall be granted a thirty (30) minute paid meal period in lieu of the fifteen (15) minute break.

Section 14.2. Overtime. Hours worked physically, or remote work consisting of more than a brief phone conversation, outside of or/in addition to the normal scheduled workday, or workweek, shall be overtime hours. The rate of pay shall be one and one-half (1-1/2) times the employee's regular rate of pay for each overtime hour worked. Time and one-half (1-1/2) shall be paid for all work performed on Saturday or Sunday (unless it is the employee's regularly scheduled workday) and double time shall be paid on the actual holidays worked except the two (2) floating holidays listed in Article 19.1, instead of the days of Holiday Observance (see Section 19.3). Non-Emergency overtime hours shall be approved by a department supervisor when practical.

All bargaining unit employees shall continue to qualify for compensatory time off in lieu of overtime payments under reasonable conditions established by the Employer. Employees shall not be treated arbitrarily in the granting or denial of compensatory time off.

An employee who chooses compensatory time off in lieu of overtime payment must indicate the preference at the end of the shift in which overtime was worked or no later than the start of the employee's next shift.

If compensatory time is granted, it may be taken at such times as are approved by the department head. Notification to department head to use compensatory time will be pursuant to the holiday/personal leave provisions in Art. XX, Section 20.1 of the Agreement (i.e. 48-hours notice). Compensatory time will be taken in the in minimum amounts per Department Divisions:

Public Works Utilities – 4 hrs.  
Public Works Streets and Forestry – 4 hrs.  
Parks Building and Grounds – 4 hrs.  
Fleet – 2 hrs.  
Community Development & Public Works Office – 2 hrs.  
Finance and Village Hall – 2 hrs.  
Police CSO – 2 hrs.

Employees will not be eligible for call-out relief. An employee's use of compensatory time will not count against any maximum number of employees allowed off on a particular day. Employees shall be able to carry over up to forty (40) hours of compensatory time each calendar year with a maximum balance up to 80 hrs at any time. Employees shall not be able to utilize more than forty (40) hours of comp time consecutively per time off request. Any compensatory time in excess of forty (40) hours as of the date for the end of the year shall be converted to cash payment.

In order to be eligible to receive overtime compensation, an employee must receive forty (40) hours of pay during his normal work week.

Police Department employees shall continue to receive five (5) minutes per day compensation time for briefing.

An employee called back to work outside his regularly scheduled workday shall be paid a minimum of two (2) hours' call-out pay at a rate of one and one-half (1-1/2) times the employee's straight time hourly rate.

There shall be no pyramiding of overtime work or pay.

Section 14.3. Overtime Distribution. The Village will attempt to offer equally on an annual basis overtime work to employees in the same job classification within each division or department who are able to do the work without extra training. Where the Employer has notice of overtime needs which can be scheduled well in advance, the Employer shall, among employees in the same job classification and division or department, seek volunteers for the overtime. If two or more employees volunteer for the overtime and can perform the work, the overtime shall be assigned to the available employee having the lowest amount of accumulated overtime. If no one volunteers, the Village will attempt to assign overtime to the employee having the lowest accumulated overtime. For purposes of overtime accumulation, overtime offered but not worked by the employee shall be credited to the employee's overtime account. Good faith, but improper assignment of overtime shall be remedied by granting new overtime, not paying for overtime not actually worked. Employees shall cooperate with the Employer in the assignment of emergency overtime work.

Section 14.4. Electronic Devices. The Village, at its sole discretion, may issue electronic communications devices, such as cell phones, laptops, tablets, etc., at Village expense to any member of the bargaining unit. Employees who are contacted to perform unscheduled overtime through the use of an electronic device must call in to their department's representative within twenty (20) minutes of being contacted. Such persons shall cooperate and report for emergency overtime work if requested. The Public Works Department will continue its practice to post call-out crew and crew call schedule. This will be done on a year-round basis. The employee on posted crew scheduled will be the first contact if qualified. Cooperation can be waived if the employee has compelling evidence why he cannot comply with requested overtime. The employee can indicate and provide evidence of their inability to cooperate in advance. All employees issued electronic communication devices, such as cell phone, laptop, tablet, etc., shall be responsible for the safekeeping of their electronic device and shall have such device in working order with them when they are not scheduled to work. The Village shall only be responsible for the repair and maintenance of its electronic devices resulting from normal use and wear.

Any employee that is required to stand-by shall be verbally directed by the Village Manager or designee to be on stand-by status, which directive shall be transcribed to a written directive served on the employee either via e-mail or physical memorandum with the Village Manager, the local union president, and the AFSCME Council 31 Staff Representative copied on such written directive. The verbal and written directive shall state the employee(s) name, start time and date and end time and date of the stand-by status. An employee required to be on stand-by status shall have the option to be issued a Village cell phone, if available, or provide the Village with a phone number to be contacted in order to activate the employee's response. Employees who are contacted to perform work while on stand-by status shall call in to their department's representative within ten (10) minutes of being contacted, and shall arrive at the designated department or to the worksite within one (1) hour of being called by the Village. Failure to respond to the Village's call or report to the worksite within the time set forth shall subject the employee to discipline pursuant to Article XV, Discipline, of the Agreement. An employee that is required to be on stand-by status, during off duty hours, for possible recall for overtime work shall be paid at the appropriate overtime pay rate for such time.

Section 14.5 Emergency Call Out Rotation. Compensation for employees participating in emergency call-out rotation schedule(s) includes the use of a Village-issued cell phone for the call-out period. The Village will supply a vehicle for business use during the call-out period (**except for Parks employees**) and the employee will be compensated additional straight time hours for working the call-out period, as provided by their position below. A call-out period shall consist of seven consecutive days, generally beginning on Mondays at 7:00 a.m. and ending on the following Monday at 6:59 a.m. A calendar with the rotation schedule assignments will be posted by the

department(s) each quarter. Positions this section pertains to will be the following:

Public Works: (14 hours of straight time)

Street Foreman  
Utilities Foreman

Fleet: (10 hours of straight time)

Fleet Foreman  
Fleet Specialty Lead

Parks: (10 hours of Straight time and no car allowance)

Building Maintenance Lead

Other qualified departmental employees may be considered on an as needed basis per the manager's discretion.

ARTICLE XV  
DISCIPLINE

Section 15.1. Progressive Discipline. The Village agrees with the tenets of progressive and corrective discipline where appropriate. Discipline shall include only:

- (a) oral reprimand;
- (b) written reprimand;
- (c) suspension; and
- (d) discharge.

Disciplinary action may be imposed upon an employee only for just cause, except that a probationary employee may not grieve discipline beyond Step 3 of the grievance procedure. Discipline shall be imposed in a timely fashion. Once the measure of discipline is determined and imposed, said discipline may be increased only if new facts and circumstances warrant.

If the Village has reason to discipline an employee, it shall be done in a manner that will not embarrass the employee before other employees or the public. An employee shall not be demoted as a result of disciplinary action.

Section 15.2. Oral Reprimands. The Village must inform the employee that he is receiving an oral reprimand. The employee shall be advised of the reasons for such discipline.

Section 15.3. Investigatory Meeting and Notice of Discipline. For discipline other than oral reprimands, prior to interviewing an employee suspected of improper conduct, the Village shall notify the employee and the Union that it is investigating circumstances which may result in disciplinary action being taken against the employee.

Before the discipline is finally imposed, the Village shall notify the employee and the Union, and meet with the employee, and the Union if requested by the employee, and inform him of the reason for such contemplated discipline. The names of significant witnesses and copies of pertinent documents shall be provided upon request. The employee and/or the Union shall be given the opportunity to rebut or clarify the reasons for such discipline. Reasonable extension of time for rebuttal purposes will be allowed when warranted if mutually agreed by all parties.

Section 15.4. Statement Of Discipline. In the event disciplinary action is taken against an employee, other than oral warning, the Village shall, upon request, provide the employee and the Union in writing with a clear and concise statement of the reasons for said discipline.

Section 15.5. Removal Of Discipline. Any oral warning, written warning or discipline imposed shall be removed from an employee's record if, from the date of the last oral warning or discipline, twelve (12) months pass; from last written warning or discipline, eighteen (18) months pass; from last suspension, twenty-four (24) months pass, without the employee receiving an additional warning or discipline for such offense.

Section 15.6. Polygraph Exams. No employee shall be required to take a polygraph examination.

Section 15.7. Background Checks. The Village shall not conduct credit checks on bargaining unit employees. The Village may continue its past practice of running a police record check on employees where required for a valid job-related reason. Employees cannot be disqualified for offenses that do not impact on their ability to perform the job.

## ARTICLE XVI WORKING CONDITIONS, SAFETY AND HEALTH

Section 16.1. Labor/Management Committee. The Village shall take reasonable efforts to provide a safe and healthy working environment for all bargaining unit employees. The parties agree that a joint Labor/Management Committee shall meet once a month unless mutually agreed otherwise, for the purpose of discussing any work-related problems of mutual concern for the advancement of better relations and efficient operations and to identify and to correct unsafe or unhealthy working conditions.

The Union shall be represented by at least one (1) bargaining unit employee from each department and three (3) from public works. The Village shall be represented by an equal number of representatives. The Union and the Village shall exchange agenda items at least seven (7) calendar days in advance of the meeting. Discussion shall be limited to matters set forth on the agenda and other matters mutually agreed to by the parties, but it is understood that these meetings shall not be used to renegotiate this Agreement or for the purpose of

resolving grievances. Where the parties agree that an unsafe or unhealthy working condition exists, following such meetings, the Village shall correct it within a reasonable period of time.

Members of the Union authorized to represent the Union at Labor/Management meetings will be paid by the Village for time spent in Labor/Management meetings but only at the straight-time hourly rate for the hours they would otherwise have worked on their regular work schedule. No employee shall be discharged or otherwise disciplined for refusal to perform work where imminent risk of serious injury or death exists.

Section 16.2. Personal Effects. The Village shall continue to provide all bargaining unit employees with an adequate area in which to store their coats, purses and other personal property.

The Village shall provide each employee required to use special equipment or work clothing with one locker apiece in which to store that equipment and clothing. The Village shall provide rain gear for all employees who work outdoors. The Village shall continue to provide adequate lounge and eating areas, separated from the employee's work area.

Section 16.3. Loss Of Personal Property. Upon property documentation submitted to the employees' supervisor, employees within the same classification who through no fault of their own, suffer loss of personal property in the line of duty, shall be reimbursed the cost of any personal property destroyed or damaged in the performance of the employee's duties, but shall not be reimbursed for loss by fire or theft.

Section 16.4. Equipment. The Village shall take reasonable efforts to supply employees with proper equipment in good working condition. The Village shall take reasonable efforts to provide prompt repair and service to equipment used by employees in their work duties.

Section 16.5. Bargaining Unit Work. The Village shall assign bargaining unit work to bargaining unit employees only, except in situations for which there are not qualified bargaining unit personnel reasonably available or where the failure to do so is not significant.

Section 16.6. Village Vehicles. The current practice of employees being allowed to take Village vehicles home on scheduled overtime shall continue for Well and Sewer reading weekend work only. Should there be a significant change in circumstances, the Village shall meet and confer with the Union.

16.7 Video Security and Vehicle Cameras

The Department may, at its discretion, install security cameras around village buildings and vehicles for the safety of employees and the security of Village property. Any cameras shall be placed in public areas only, also upon the

exterior perimeter and only forward-facing vehicle cameras. Cameras shall provide video security only and will not record or broadcast audio.

For discipline purposes, the Employer may only rely on video recorded within (120) one hundred twenty days prior to the date the allegations were made known to the Employer, unless the allegation is criminal in nature. Past video will only be evaluated for possible action in the event of loss or damage to Village property, a reported injury to an employee, an alleged suspected criminal act, or to confirm an alleged violation of policy, misconduct, or reported physical confrontation that previously occurred. Video shall only be used to initiate discipline when a past video is viewed for one of the above-stated reasons, or when Employer observes an infraction while viewing past video for one of the above-stated reasons. Administration and supervisors shall not monitor cameras for the mere purpose of generating discipline. The Village shall notify the Union that videos will be reviewed prior to initiation of any discipline and Upon request, the Union shall be allowed to review any footage obtained by the Village.

Community Service Officers and clerical staff assigned to the police department shall follow all police department policies, regulations, and state statutes related to the use of body cameras, in-car cameras, and station cameras.

ARTICLE XVII  
RECORDS AND FORMS

Section 17.1.     Attendance Records. An employee shall have the right to review his time pay records on file with the Village.

Section 17.2.     Records. All public records, as defined by law, of the village shall be available for inspection upon written request by the Union.

Section 17.3.     Forms. No employee shall be required to sign undated or incomplete forms.

ARTICLE XVIII  
VACATION

Section 18.1.     Length of Vacation. Every full-time employee shall be eligible for paid vacation time after the completion of the required period of continuous employment with the Village, as follows:

<u>Length of Continuous Service</u>	<u>Working Days Vacation Per Year</u>
60 Days	<u>5 days</u>
1 year	10 days

5 years	15 days
10 years	20 days
15 years	25 days

Section 18.2. Scheduling. Each employee wishing to schedule a vacation should request such vacation leave as far in advance as reasonably possible, but at least one (1) week in advance of the requested vacation. Advance notice may be waived by the Department Head in cases of emergency. Request for vacation shall be granted if they approved by the Department Head.

A vacation sign-up sheet will be posted from October 15<sup>th</sup> to October 31<sup>st</sup> for the next calendar year. The Department Head shall advise the employee of the status of the vacation request submitted in October no later than November 15th. Employees will be granted their vacation requests based on seniority if conflicts occur. Vacation requests outside the month of October will be granted on a first-come, first-served basis. In the event a holiday(s) occurs during the period when an employee is on approved vacation leave, such holiday will be observed as a holiday and the employee shall have another day(s) off for vacation.

Section 18.3. Vacation Pay. The rate of the vacation pay shall be the employee's regular straight time hourly rate of pay and longevity as applicable in effect for the employee's regular job at the time the vacation is being taken. Upon separation from employment, vacation time, personal days, floating holidays earned but not taken will be paid at the employee's straight time hourly rate of pay in effect for the employee's regular job at the time of separation.

Section 18.4. Cancellation. Vacation time may be used in increments of one day or more. Once a scheduled vacation is approved, it will only be canceled if an emergency occurs and the Employer's operating needs require that employee's services. If such vacation is canceled, the employee shall immediately submit another request for the use of such vacation time in the current calendar year. If the department head cannot grant the employee's request(s) for vacation time during the current calendar year, then the employee shall be allowed to schedule such vacation time during the next calendar year.

The Village shall allow vacation carryover of up to one (1) week for employees with five (5) years of seniority. Provided, however, the employee must request the carryover by December 1st. The vacation carried over must be used in the first four (4) months of the calendar year (by April 30<sup>th</sup>).

Section 18.5. Vacation and Call Out. For the purpose of the call out procedure, an employee's vacation commences at the end of the normal

workday preceding the vacation day and will continue until the employee returns for the next scheduled normal workday. During the time an employee is on vacation, the employee will not be subject to call out, including the weekend that precedes or follows a vacation, unless the employee indicates his or her availability for call out. An employee need not respond to pages or other communications while not subject to call out.

The maximum vacation requests honored per weekend for April 1<sup>st</sup> until November 30<sup>th</sup> will be three (3) and from December 1<sup>st</sup> until March 31<sup>st</sup> the number is reduced to two (2), and these numbers double when both weekends (at the beginning and the end of the workweek) are taken into consideration, with a maximum of half the employees off can be from one division consisting of Streets and Forestry, Utility, Parks – Building and Grounds.(i.e. 3 from April 1<sup>st</sup> till November 30<sup>th</sup> and 2 after). This maximum does not include the mechanics in the overall number of employees granted time off, but only one (1) mechanic may be granted vacation on a particular day, unless management uses its discretion to allow more than one to be granted time off. An employee must use at least one (1) day of vacation, personal or floating holiday time in order for this section to apply.

## ARTICLE XIX HOLIDAYS

Section 19.1.     Holidays. The following are paid holidays for eligible full-time employees:

2 floating holidays	Thanksgiving
New Year's Day	Day After Thanksgiving
Presidents Day	Christmas Eve
Memorial Day	
Independence Day	Christmas Day
Labor Day	

Floating holidays may be taken in half-day increments. Requests for leave shall be made as far in advance as possible but at least forty-eight (48) hours in advance of the requested floating holiday.

Section 19.2.     Holiday Pay. In order to be eligible for holiday pay, employees must work the last regular scheduled workday immediately preceding and the first regularly scheduled workday immediately following the holiday unless they are excused in writing by the department head. Excuses shall be granted if the absence is caused by any authorized day off, with or without pay. If an employee is off on sick leave, the Village may require substantiating evidence, including a doctor's certificate, if a pattern of sick

leave abuse exists. Employees who are not excused as provided above shall be considered ineligible for holiday pay.

Section 19.3. Holiday Observance. Any of the holidays listed in 19.1 which fall on Saturday will be observed on the preceding Friday and those holidays which fall on Sunday will be observed on the following Monday. For employees whose regularly scheduled workweek includes Saturday or Sunday, holidays will be observed on the day listed in this section and if such date falls on the employee's regular day off the employee will be given another day off at a time mutually agreed between the employee and the department head.

## ARTICLE XX LEAVES

Section 20.1. Personal Leave. Upon employment and each fiscal year thereafter, all bargaining unit employees shall receive, pro rata, two (2) personal leave days. Such personal leave may not be used in increments of less than four (4) hours unless the employee's normal work day is less. Requests for leave shall be made as far in advance as possible but at least forty-eight (48) hours in advance of the requested personal day(s).

Operations permitting, as determined by the Department Head, advance notice shall be waived by the Department Head in the event of unforeseen circumstance.

Operations permitting, as determined by the Department Head, personal leave shall be granted.

Personal leave shall not accumulate from fiscal year to fiscal year. Payment for a personal day shall be the same as a regular workday.

Section 20.2. Leave Of Absence. Bargaining unit employees may be granted a general leave of absence without pay or benefits for a specified period not to exceed six (6) months, upon approval of the Village Manager. When a request for leave of absence is made due to family responsibilities, such family responsibility leave may be granted for a period not to exceed six (6) months. During such leave(s) of absence without pay, the employee shall retain any accrued benefits at the level in existence prior to the start of the leave. Eligible employees shall be allowed to participate in the Village's insurance plans if the employee pays the full premium cost in advance to the Village; provided, however, the Village shall pay the Village's portion of the insurance premium for up to twelve (12) weeks of Family and Medical Leave in a twelve (12) month period pursuant to Village policy. Employees on such unpaid leave of absence shall accrue seniority as provided in Article 9 (Seniority). An employee requesting such unpaid leave must make a written request therefore at least thirty (30) days prior to the start of the leave, specifying the dates when said leave shall begin and end, except in unforeseen circumstances. Such leave approval shall specify the date of return to work.

Upon expiration of the leave, the Village shall reinstate the employee in his former position at the applicable rate of pay. Failure to return to work upon date specified shall forfeit the employee's rights to said position. All leaves of absence may be extended if agreed to by the employee and the Village Manager.

Section 20.3. Sick Leave. All full-time bargaining unit employees will accumulate sick leave at the rate of three (3) days at the end of each quarter in the calendar year. Sick leave may be used in the case of illness, disability, injury, medical appointments or illness, disability, injury or death of a member of the employee's immediate family or household as defined by spouse, child, parents, parents-in-law or other members of the employee's immediate household. The Village may require proof of residency for the household member. Employees taking sick leave shall call their supervisors at the work site fifteen (15) minutes prior to the start of the scheduled work day, except for extenuating circumstances. Police Department employees shall call their supervisor one (1) hour prior to the start of their shift. At the Employer's expense, an employee may be required to substantiate proof of illness where there is reason to suspect an employee is abusing sick leave. However, after four (4) consecutive days of absence due to illness or injury, the employee must bring in a doctor's certificate in order to receive sick leave pay and also to be able to return to work. Sick leave shall be taken in a minimum of four (4) hour increments unless if taken for the first two (2) hrs or last two (2) hrs of a normally scheduled shift. Remaining time shall be actual time used.

Sick leave will carry over from fiscal year to fiscal year, subject to limitations for employees hired on or after October 10, 2022, and may be paid out upon termination as follows:

For bargaining unit members employed prior to October 10, 2022: Upon termination from Village service, bargaining unit employees shall be paid, at the employee's regular hourly rate, for fifty percent (50%) of the employee's accrued and unused sick leave days. The remaining fifty percent (50%) of the employee's accrued and unused sick leave days shall be put towards IMRF service credit.

For bargaining unit members employed on or after October 10, 2022: **Bargaining unit members may accumulate a maximum of 960 hours (120 days) of sick leave for use and partial payout upon termination, as set forth below. Sick leave over this maximum amount may continue to be earned solely for the conversion to IMRF service credit upon the employee's retirement, subject to IMRF's conversion limitations and up to 240 days. Upon termination from Village service, bargaining unit members shall be paid, at a rate of half of the employee's regular hourly rate, for up to 960 hours of employee's accrued and unused sick leave.**

Section 20.4.      Funcral Leave. A full-time bargaining unit employee may be granted up to three (3) working days' leave with pay in the event of the death of an employee's immediate family member. For the purpose of this section, "immediate family member" shall mean a spouse, child, mother, father, sister or brother, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, or member of the employee's immediate family who lives in the employee's household.

Section 20.5.      Family and Medical Leave Act of 1993. The parties agree that the Village may adopt policies to implement the Family and Medical Leave Act of 1993 that are in accord with what is legally permissible under the Act.

ARTICLE XXI  
MILITARY LEAVE

Full-time bargaining unit employees may receive a leave of absence with pay not to exceed ten (10) working days annually for participation in training in the National Guard or Reserve Armed Forces. Request for such leave must be accompanied by a copy of official orders requiring such training. Compensation for this period of military leave shall be limited to the difference between military pay received and normal Village pay. A copy of the military pay voucher shall be submitted to the Village Finance Department prior to authorization for payment to the employee for the period of the leave. Unpaid military leave shall be granted in accordance with applicable State and Federal laws and such additions or extensions thereof without pay as may be necessary for the employee to fulfill the military reserve obligation.

ARTICLE XXII  
JURY LEAVE

The regular pay of any full-time bargaining unit employee absent from work by reason of having been summoned to serve on jury duty or subpoenaed by a legislative, judicial or administrative tribunal, shall be continued without interruption provided the employee so summoned or subpoenaed assigns to the Village all per diem reimbursement payments received by the employee for such jury duty. Such bargaining unit employee need not assign to the Village any reimbursement allowance paid for mileage or other expenses incurred for such jury duty. Requests for such leave shall be made to the department head as soon as possible after the employee is notified of jury duty. The employee is to report to work as soon as possible on any day after being released from jury duty.

ARTICLE XXIII  
WAGES

23.1 Bargaining Unit members shall be subject to the following pay scale and wage increases:

- I. January 1<sup>st</sup>, 2026 6% increase as specifically set forth in Appendix A.
- II. January 1<sup>st</sup>, 2027 5% increase or as specifically set forth in Appendix A.
- III. January 1<sup>st</sup>, 2028 5% increase or as specifically set forth in Appendix A.

Section 23.2. Pay Plan Principles. The pay plan for each year will be governed by the following pay plan principles:

Initial Placement. Initial placement on the pay schedule in range and step for employees employed on the effective date of this Agreement shall be as stated in Appendix D.

New Hires. New employees will be brought in at the entry level unless their skills, abilities and/or prior experience merits a higher placement. The Union shall be notified if an employee is hired at a rate above the entry level and shall be provided the reason(s) for such a higher rate.

Public Works Laborer, Building Maintenance I, Mechanic Apprentice Promotions. An employee in the classification of Public Works Laborer, Building Maintenance I, or Mechanic Apprentice for a service period of no less than four (4) years shall be eligible for promotion to the classification of Public Works Maintenance, Building Maintenance II, Mechanic Journeyman if the Director determines such employee has satisfied the training program to be completed. Such training program shall be memorialized in writing and provided to the Union Executive Board, and may be modified by the Director upon prior notice to the Union Executive Board. The Executive Board may request to meet and discuss the initial training program and any changes thereafter before it is implemented.

**An employee in the following classification prior to January 1, 2025,** who thereafter reaches the highest step of the classification and has completed ten (10) years of full-time service with the Village in such classification will be promoted to the classification as shown:

Receptionist-Clerk: move to Secretary Clerk  
Maintenance I: move to Maintenance II

Promotion. Upon promotion from one range to another, the employee will be placed in the next closest step which will provide the employee a salary increase.

Superior Performance Increases. Employees at the top step of the range will be eligible for Superior Performance Increases, as set forth in Section 23.4 below, and any further across-the-board increases which might be negotiated between the parties.

Step Increases. Employees will move from one step to another along the pay range on the employee's anniversary date of hire or promotion, so long as the employee has received a satisfactory evaluation. For such increase, the following evaluation system will be used:

Unsatisfactory	0 points
Poor	1 point
Satisfactory	2 points
Competent	3 points
Commendable	4 points

The employee must receive twenty (20) or more points in the ten (10) categories evaluated in order to move from one step to another on the pay plan and thereby receive a step pay increase.

Section 23.4. Superior Performance Increases. The Village may, subject to its sole decision concerning the availability of funds, make superior performance increases to employees, in Step **H** of their appropriate pay range. The parties agree that the following are the principal objectives of the superior performance policy:

- To provide standard procedures for establishing superior performance.
- To provide incentive for Village employees to complete their job tasks meritoriously.
- To provide recognition of and reward for varying degrees of superior performance by individual employees by granting superior performance increases.

If funding is available for superior performance increases, the Village will complete a performance evaluation of all employees in Step **H** of their pay range. Those employees whose performance is deemed meritorious will receive superior performance increases. To be deemed meritorious and, therefore, eligible for a superior performance increase, the following guidelines will be strictly adhered to:

## EVALUATION POINTS

30-33 points	\$0.25/hour
34-37 points	\$0.50/hour
38-40 points	\$0.75/hour

Written evaluations will be discussed with employees before any superior performance increase is granted. All increases shall be effective at the start of the same pay period. The Village, shall in accordance with Article XXVII - Notice of Personnel Changes, provide the Union with a copy of the change notice for those employees who receive superior performance increases. Any funding for superior performance increases shall not be in addition to the amount authorized by the Village Board for negotiated salary increases. Any allegations that the Village has arbitrarily and capriciously denied a superior performance increase shall be subject to the grievance procedure, and the grievant shall have the burden of proving same by clear and convincing evidence. Denial of a superior performance increase is a grievable event, but only through Step III of the Grievance Procedure, Article VII, Section 7.2.

Section 23.5. Longevity. The Village's current policy concerning longevity pay shall continue for the life of this Agreement. The Longevity payments shall be made by the Village in on a pro-rata basis, on or about May 1<sup>st</sup> each year based on the following scale

After the completion of six (6) years of service a longevity pay of \$1,000  
After the completion of ten (10) years of service a longevity pay of \$1,550.  
After the completion of fifteen (15) years of service a longevity pay of \$1,754.

Section 23.6. Clothing Allowance. The Village's current clothing allowance for bargaining unit personnel shall continue for the life of this Agreement, except that the following amounts will be annually paid to the following bargaining unit personnel. If proof of purchase is not provided to the Village, the clothing allowance will be taxed as a fringe benefit.

Eligible Employees - \$450 clothing allowance

Community Services  
Officers - \$1,000 clothing allowance

The Village will supply wearable Personal Protection Gear for eligible employees that will consist of the following:

- 5 – T-shirts (reflective for employees working in the ROW) yearly
- 2 – Sweatshirts yearly
- 1 – Winter Gloves and hat if desired by employee yearly
- 1 – Winter Coat every other year starting in 2027

Eligible Office Staff will receive

- 2 – polos or equivalent
- 2 – sweater, vest, light jacket or equivalent

Additionally, the Village will allow additional orders at the employees' expense through the Village vendor.

In the event an employee retires, the clothing allowance shall be pro-rated from January 1<sup>st</sup> for the contract year of retirement.

Section 23.7. Pay Day. Pay day shall be bi-weekly with a one week holdback.

## ARTICLE XXIV INSURANCE AND PENSIONS

Section 24.1. Coverage. The Village shall make every reasonable effort to maintain group health and hospitalization insurance coverage and dental and vision benefits as currently exist prior to the signing of the agreement, so long as it is commercially available.

Section 24.2. Cost. Beginning May 1, 2022, employees will pay eighteen percent (18%) of the applicable monthly premium (single, employee plus one or family) for insurance coverage under the Village Preferred Provider Organization (PPO), indemnity plan or Health Maintenance Organization (HMO) plan.

The Village will continue a Section 125 Plan for pretax payments of premium contributions for Village health, dental and vision insurance and maintain such plan in effect or as long as such plan continues to be offered under substantially similar IRS regulations and conditions. The Village agrees that deferred employee contributions will be included as earnings reportable to IMRF for their use in calculating pension benefits.

Section 24.3. Life Insurance. The Village shall provide, at no cost to the employee, life insurance coverage consistent with Village policy.

Section 24.4. Terms of Insurance Policies to Govern. The extent of coverage under the insurance plan documents (including HMO or PPO plans) referred to in this Agreement shall be governed by the terms and conditions set forth in the policies and shall not be subject to the grievance and arbitration procedure set forth in this Agreement. The failure of any insurance carriers(s)

to provide any benefit for which it has contracted or is obligated shall result in no liability to the Village, nor shall such failure be considered a breach by the Village of any obligation under this Agreement. However, nothing in this Agreement shall be construed to relieve any insurance carrier(s) from any liability it may have to the Village, Village employee or beneficiary of any Village employee.

Section 24.5. National Health Insurance. Should some form of National Health Insurance be enacted which results in increased insurance costs to the Village, the Village may elect to reopen Article XXIV only.

Section 24.6. Deferred Compensation Plan. The Village shall make payroll deductions, as authorized by the individual employee, for participation in deferred compensation plans offered by the Village.

Section 24.7. Insurance When On Layoff. An employee may maintain his current medical and life insurance coverage during a layoff by paying the full cost of the premiums.

Section 24.8. Indemnity And Liability Insurance. The Village shall continue to provide basic indemnity and liability insurance to help protect employees from legal action arising out of and in the course of the proper and lawful performance of their work duties. The Village may change insurance carriers or self-insure, so long as the level of coverage provided to employees remains basically the same.

Section 24.9. Pensions. In accordance with applicable state and federal laws, all eligible employees shall be covered by the Illinois Municipal Retirement Fund (I.M.R.F.) and the Village shall make the appropriate FICA (Social Security) and I.M.R.F. Employer pension contributions to this Fund.

Section 24.10. Prescription Drugs. Eligible employees will be provided with a prescription drug card that can be used at participating pharmacies to purchase prescription drugs as explained in the employees' Medical Insurance Contract that will be presented annually (Appendix E).

Section 24.11. Insurance Committee. There shall be a health insurance committee comprised of an equal number of management and employee representatives from each of the employee groups. The committee shall review proposed modifications to the health insurance plan benefits and make recommendations for change in order to reduce the increase in health insurance premiums. The committee may also make recommendations for changes in dental and vision benefits.

Section 24.12. Wellness Program. Employee wellness plans provide a good return for both employers and employees in the form of decreased absenteeism, increased employee productivity and reduced health care costs overall. In order for the Village to develop a culture of wellness, it shall be

required for all employees to participate in the Village sponsored wellness program.

ARTICLE XXV  
EMPLOYEE DEVELOPMENT

Section 25.1. Informal Meetings. The Union and the Village shall encourage informal meetings between supervisors and bargaining unit personnel for the enhancement of the bargaining unit personnel's work performance.

Section 25.2. General Training. The Union and the Village recognize the need for the training and development of employees in order that services are efficiently and effectively provided and that employees are afforded the opportunity to develop their skills and potential. The Village shall provide employees with reasonable orientation and training to perform his job duties including periodic changes therein as well as in service training, or time off with pay to attend work-related seminars or training sessions if determined necessary by the Village. The Village shall continue to pay all fees for such training. Such participation shall follow current Village policy pertaining to tuition, reimbursement program and conferences, seminars, travel and use of personal vehicles.

Section 25.3. Required Training. If because of changes in job requirements, certification, accreditation or licensure employees are required to take courses/training so as to retain their present position classification, such employees shall be granted reasonable time off for such training without loss of pay.

Employees who do not pass the test for their commercial drivers' license shall be transferred to another position in the bargaining unit for which they are qualified without further training if such position is available. The employee shall be paid the applicable rate for the position. If an open position is not available, the employee shall be placed on layoff status for a period of one year, during which the employee may take appropriate steps to obtain his commercial drivers' license. If such license is obtained, the employee shall immediately be returned to his previous position if such position remains vacant. If the position is not vacant, the employee shall be given first preference for recall to the position. If at the end of the one year period the employee has not obtained his commercial drivers' license, he shall be subject to termination at the discretion of the Village. The Village shall reimburse each bargaining unit employee required to possess a CDL for the cost of the initial license and all renewals.

ARTICLE XXVI  
LIGHT DUTY

The Village shall endeavor to provide light duty to employees who are injured, provided however the duty does not interfere with the employee's medical restrictions and the employee is capable of fulfilling the assigned work responsibilities. This section shall not be construed as requiring the Village to offer an injured employee light duty work.

ARTICLE XXVII  
NOTICE OF PERSONNEL CHANGES  
AND BENEFITS FOR PART-TIME EMPLOYEES

Section 27.1. Notice of Personnel Changes. At least once a month, unless mutually agreed otherwise, the Village shall provide the Union with a listing of all personnel transactions involving bargaining unit employees, including new hires, promotions, demotions, reclassification, layoffs, transfers, leaves, returns from leaves, reemployment, reinstatements, suspensions, discharges, terminations, and changes in pay rates.

Every six (6) months, unless mutually agreed otherwise, the Village shall post a current seniority roster in each work site and shall provide the Local President a copy of the roster.

Benefits for Part-time Employees. The Village shall continue its policy of granting certain fringe benefits to part-time employees without change for the life of this Agreement.

ARTICLE XXVIII  
PERSONNEL FILES

An employee and/or a union representative with written authorization from the employee shall have the right to review his personnel file by submitting such request to the Personnel Officer and to the Department Head twenty-four (24) hours in advance. Employees and/or authorized representatives may make such review from 8:30 a.m. until 5:00 p.m., Monday through Friday, with no loss in pay, up to four per fiscal year and be limited to fifteen (15) minutes in duration for each review. Department Heads may keep a working personnel file which can also be reviewed by the employee. An employee shall be given copies of any documents in his file; copying fees may be waived at the Village's discretion.

The Village may withhold from such review those documents specifically exempted as confidential by the Illinois Personnel Records Act. However, no discipline or adverse employment actions shall be based on information contained in the employee's file but not made available upon inspection of the file.

The employee shall be given a copy of any disciplinary action against said employee at the time it is being placed in the employee's personnel file. The employee shall initial the file copy to show receipt thereof.

ARTICLE XXIX  
WORKERS' COMPENSATION

The Village shall pay the employee's regular straight time earnings for work-related illness or injury for twelve (12) months from the date of original work-related illness or injury, or until temporary total disability (TTD) payments are received by the employee from the insurance company.

ARTICLE XXX  
PRINTING OF THE AGREEMENT

The Village shall provide each bargaining unit employee with a copy of this Agreement. The Village and the Union agree to share equally the cost of printing the Agreement.

ARTICLE XXXI  
SAVINGS CLAUSE

If any article or provision of this Agreement or any addenda thereto should be held invalid by operation of law, the remainder of this Agreement and addenda shall not be affected thereby and shall remain in full force and effect and the parties shall enter into collective bargaining negotiations in an attempt to replace such article or provision.

ARTICLE XXXII  
AMENDMENTS TO AGREEMENT

This Agreement may be amended only by the mutual written agreement of the parties. Such amendments shall be lettered, dated and signed by the parties and, together with the attached Appendices, shall constitute a part of this Agreement.

ARTICLE XXXIII  
ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and no verbal statement shall supersede any of its provisions. 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 not removed by law from the area of collective bargaining as defined in the Illinois Public Labor Relations Act and rules of the Board issued pursuant thereto, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement and this Agreement concludes


collective bargaining between the parties for its term except for any impact bargaining which may be requested as provided by law. The parties agree that the Village may temporarily implement changes pending the outcome of any impact bargaining which might be properly requested by the Union.

ARTICLE XXXIV  
TERMINATION





Section 34.1. Termination 2029. This Agreement shall be effective as of the day after the contract is executed by both parties and shall remain in full force and effect until 11:59 p.m. on thirty first day (31) of December 2028. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least ninety (90) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than sixty (60) days prior to the anniversary date.

In the event that either party desires to terminate this Agreement, written notice must be given to the other party no less than twenty (20) days prior to the desired termination date which shall not be before the anniversary date set forth in the preceding paragraph.

FOR THE VILLAGE

  
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FOR THE UNION

  
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AFSCMCE Contract 2026-2028

Appendix A - 1

Pay Grade	January 1, 2026 -December 31, 2026								Salary Range			*Parks MI/MIII & Custodian employees hired before the execution of the new payscale will remain on the current payscale and automatic promotion for Parks MI positions will still apply according to the contract
	A	B	C	D	E	F	G	H	Start	End	Median	
1	\$23.62	\$24.44	\$25.30	\$26.19	\$27.10	\$28.05	\$29.03	\$30.05	\$49,125.92	\$62,501.89	\$55,813.91	
2	\$24.56	\$25.42	\$26.31	\$27.23	\$28.19	\$29.17	\$30.19	\$31.25	\$51,090.96	\$65,001.97	\$58,046.46	Custodian
3	\$25.55	\$26.44	\$27.36	\$28.32	\$29.31	\$30.34	\$31.40	\$32.50	\$53,134.60	\$67,602.04	\$60,368.32	Receptionist
4	\$26.57	\$27.50	\$28.46	\$29.46	\$30.49	\$31.55	\$32.66	\$33.80	\$55,259.98	\$70,306.13	\$62,783.05	Parks Operations
5	\$27.63	\$28.60	\$29.60	\$30.63	\$31.71	\$32.82	\$33.96	\$35.15	\$57,470.38	\$73,118.37	\$65,294.37	Building Maintenance I, PW Laborer, Records Assistant
6	\$28.74	\$29.74	\$30.78	\$31.86	\$32.97	\$34.13	\$35.32	\$36.56	\$59,769.19	\$76,043.11	\$67,906.15	
7	\$29.88	\$30.93	\$32.01	\$33.13	\$34.29	\$35.49	\$36.74	\$38.02	\$62,159.96	\$79,084.83	\$70,622.40	Permit Tech I, Records Specialist I, Community Service Officer
8	\$31.08	\$32.17	\$33.29	\$34.46	\$35.66	\$36.91	\$38.21	\$39.54	\$64,646.36	\$82,248.22	\$73,447.29	Property Inspector, Utility Billing Specialist
9	\$32.32	\$33.45	\$34.63	\$35.84	\$37.09	\$38.39	\$39.73	\$41.12	\$67,232.21	\$85,538.15	\$76,385.18	Finance Specialist, Evidence Technician
10	\$33.62	\$34.79	\$36.01	\$37.27	\$38.58	\$39.93	\$41.32	\$42.77	\$69,921.50	\$88,959.68	\$79,440.59	Permit Tech II, Building Inspector, Records Specialist II, Planner I
11	\$34.96	\$36.18	\$37.45	\$38.76	\$40.12	\$41.52	\$42.98	\$44.48	\$72,718.36	\$92,518.07	\$82,618.21	Building Maintenance II, Mechanic Apprentice
12	\$36.36	\$37.63	\$38.95	\$40.31	\$41.72	\$43.18	\$44.69	\$46.26	\$75,627.10	\$96,218.79	\$85,922.94	PW Maintenance, Parks Crew Leader
13	\$37.81	\$39.14	\$40.51	\$41.92	\$43.39	\$44.91	\$46.48	\$48.11	\$78,652.18	\$100,067.54	\$89,359.86	Mechanic Journeyman, IT Specialist, Public Works Utility Spec., Public Works Streets/Forestry Spec.
14	\$39.33	\$40.70	\$42.13	\$43.60	\$45.13	\$46.71	\$48.34	\$50.03	\$81,798.27	\$104,070.24	\$92,934.25	Records Supervisor, Building Maintenance Lead Worker, Planner II
15	\$40.90	\$42.33	\$43.81	\$45.35	\$46.93	\$48.58	\$50.28	\$52.04	\$85,070.20	\$108,233.05	\$96,651.63	PW Streets/Forestry Lead Worker
16	\$42.54	\$44.02	\$45.56	\$47.16	\$48.81	\$50.52	\$52.29	\$54.12	\$88,473.01	\$112,562.37	\$100,517.69	Mechanic Lead, PW Utilities Lead Worker
17	\$44.24	\$45.78	\$47.39	\$49.05	\$50.76	\$52.54	\$54.38	\$56.28	\$92,011.93	\$117,064.87	\$104,538.40	Proposed Parks and Building Foreman
18	\$46.01	\$47.62	\$49.28	\$51.01	\$52.79	\$54.64	\$56.55	\$58.53	\$95,692.40	\$121,747.46	\$108,719.93	PW Streets/Forestry Foreman
19	\$47.85	\$49.52	\$51.25	\$53.05	\$54.90	\$56.83	\$58.82	\$60.87	\$99,520.10	\$126,617.36	\$113,068.73	PW Utilities Foreman
20	\$49.76	\$51.50	\$53.30	\$55.17	\$57.10	\$59.10	\$61.17	\$63.31	\$103,500.91	\$131,682.06	\$117,591.48	Mechanic Foreman

AFSCMCE Contract 2026-2028

Appendix A - 1

Pay Grade	January 1, 2027 - December 31, 2027								Salary Range			*Parks MI/MII & Custodian employees hired before the execution of the newayscale will remain on the current payscale and automatic promotion for Parks MI positions will still apply according to the contract.
	A	B	C	D	E	F	G	H	Start	End	Median	
	1	\$24.80	\$25.67	\$26.57	\$27.50	\$28.46	\$29.45	\$30.48	\$31.55	\$51,582.22	\$65,626.98	
2	\$25.79	\$26.69	\$27.63	\$28.60	\$29.60	\$30.63	\$31.70	\$32.81	\$53,645.51	\$68,252.06	\$60,948.78	Custodian
3	\$26.82	\$27.76	\$28.73	\$29.74	\$30.78	\$31.86	\$32.97	\$34.13	\$55,791.33	\$70,982.15	\$63,386.74	Receptionist
4	\$27.90	\$28.87	\$29.88	\$30.93	\$32.01	\$33.13	\$34.29	\$35.49	\$58,022.98	\$73,821.43	\$65,922.21	Parks Operations
5	\$29.01	\$30.03	\$31.08	\$32.17	\$33.29	\$34.46	\$35.66	\$36.91	\$60,343.90	\$76,774.29	\$68,559.09	Building Maintenance I, PW Laborer, Records Assistant
6	\$30.17	\$31.23	\$32.32	\$33.45	\$34.62	\$35.83	\$37.09	\$38.39	\$62,757.65	\$79,845.26	\$71,301.46	
7	\$31.38	\$32.48	\$33.61	\$34.79	\$36.01	\$37.27	\$38.57	\$39.92	\$65,267.96	\$83,039.07	\$74,153.52	Permit Tech I, Records Specialist I, Community Service Officer
8	\$32.63	\$33.78	\$34.96	\$36.18	\$37.45	\$38.76	\$40.12	\$41.52	\$67,878.68	\$86,360.63	\$77,119.66	Property Inspector, Utility Billing Specialist
9	\$33.94	\$35.13	\$36.36	\$37.63	\$38.95	\$40.31	\$41.72	\$43.18	\$70,593.83	\$89,815.06	\$80,204.44	Finance Specialist, Evidence Technician
10	\$35.30	\$36.53	\$37.81	\$39.13	\$40.50	\$41.92	\$43.39	\$44.91	\$73,417.58	\$93,407.66	\$83,412.62	Permit Tech II, Building Inspector, Records Specialist II, Planner I
11	\$36.71	\$37.99	\$39.32	\$40.70	\$42.12	\$43.60	\$45.12	\$46.70	\$76,354.28	\$97,143.97	\$86,749.12	Building Maintenance II, Mechanic Apprentice
12	\$38.18	\$39.51	\$40.90	\$42.33	\$43.81	\$45.34	\$46.93	\$48.57	\$79,408.45	\$101,029.73	\$90,219.09	PW Maintenance, Parks Crew Leader
13	\$39.70	\$41.09	\$42.53	\$44.02	\$45.56	\$47.16	\$48.81	\$50.51	\$82,584.79	\$105,070.92	\$93,827.85	Mechanic Journeyman, IT Specialist, Public Works Utility Spec., Public Works Streets/Foresety Spec.
14	\$41.29	\$42.74	\$44.23	\$45.78	\$47.38	\$49.04	\$50.76	\$52.54	\$85,888.18	\$109,273.75	\$97,580.97	Records Supervisor, Building Maintenance Lead Worker, Planner II
15	\$42.94	\$44.45	\$46.00	\$47.61	\$49.28	\$51.00	\$52.79	\$54.64	\$89,323.71	\$113,644.70	\$101,484.21	PW Streets/Foresetry Lead Worker
16	\$44.66	\$46.23	\$47.84	\$49.52	\$51.25	\$53.04	\$54.90	\$56.82	\$92,896.66	\$118,190.49	\$105,543.57	Mechanic Lead, PW Utilities Lead Worker
17	\$46.45	\$48.07	\$49.76	\$51.50	\$53.30	\$55.17	\$57.10	\$59.10	\$96,612.52	\$122,918.11	\$109,765.32	Proposed Parks and Building Foreman
18	\$48.31	\$50.00	\$51.75	\$53.56	\$55.43	\$57.37	\$59.38	\$61.46	\$100,477.03	\$127,834.84	\$114,155.93	PW Streets/Foresetry Foreman
19	\$50.24	\$52.00	\$53.82	\$55.70	\$57.65	\$59.67	\$61.76	\$63.92	\$104,496.11	\$132,948.23	\$118,722.17	PW Utilities Foreman
20	\$52.25	\$54.08	\$55.97	\$57.93	\$59.96	\$62.05	\$64.23	\$66.47	\$108,675.95	\$138,266.16	\$123,471.05	Mechanic Foreman

AFSCMCE Contract 2026-2028

Appendix A - 1

January 1, 2028 - December 31, 2028									Salary Range			*Parks MI/MI & Custodian employees hired before the execution of the new payscale will remain on the current payscale and automatic promotion for Parks MI positions will still apply according to the contract
Pay Grade	A	B	C	D	E	F	G	H	Start	End	Median	
1	\$26.04	\$26.95	\$27.89	\$28.87	\$29.88	\$30.93	\$32.01	\$33.13	\$54,161.33	\$68,908.33	\$61,534.83	
2	\$27.08	\$28.03	\$29.01	\$30.02	\$31.08	\$32.16	\$33.29	\$34.45	\$56,327.78	\$71,664.67	\$63,996.22	Custodian
3	\$28.16	\$29.15	\$30.17	\$31.23	\$32.32	\$33.45	\$34.62	\$35.83	\$58,580.89	\$74,531.25	\$66,556.07	Receptionist
4	\$29.29	\$30.32	\$31.38	\$32.47	\$33.61	\$34.79	\$36.01	\$37.27	\$60,924.13	\$77,512.50	\$69,218.32	Parks Operations
5	\$30.46	\$31.53	\$32.63	\$33.77	\$34.96	\$36.18	\$37.45	\$38.76	\$63,361.09	\$80,613.00	\$71,987.05	Building Maintenance I, PW Laborer, Records Assistant
6	\$31.68	\$32.79	\$33.94	\$35.12	\$36.35	\$37.63	\$38.94	\$40.31	\$65,895.54	\$83,837.52	\$74,866.53	
7	\$32.95	\$34.10	\$35.29	\$36.53	\$37.81	\$39.13	\$40.50	\$41.92	\$68,531.36	\$87,191.03	\$77,861.19	Permit Tech I, Records Specialist I, Community Service Officer
8	\$34.27	\$35.46	\$36.71	\$37.99	\$39.32	\$40.70	\$42.12	\$43.60	\$71,272.61	\$90,678.67	\$80,975.64	Property Inspector, Utility Billing Specialist
9	\$35.64	\$36.88	\$38.17	\$39.51	\$40.89	\$42.32	\$43.81	\$45.34	\$74,123.52	\$94,305.81	\$84,214.66	Finance Specialist, Evidence Technician
10	\$37.06	\$38.36	\$39.70	\$41.09	\$42.53	\$44.02	\$45.56	\$47.15	\$77,088.46	\$98,078.05	\$87,583.25	Permit Tech II, Building Inspector, Records Specialist II, Planner I
11	\$38.54	\$39.89	\$41.29	\$42.73	\$44.23	\$45.78	\$47.38	\$49.04	\$80,172.00	\$102,001.17	\$91,086.58	Building Maintenance II, Mechanic Apprentice
12	\$40.09	\$41.49	\$42.94	\$44.44	\$46.00	\$47.61	\$49.28	\$51.00	\$83,378.88	\$106,081.21	\$94,730.04	PW Maintenance, Parks Crew Leader
13	\$41.69	\$43.15	\$44.66	\$46.22	\$47.84	\$49.51	\$51.25	\$53.04	\$86,714.03	\$110,324.46	\$98,519.25	Mechanic Journeyman, IT Specialist, Public Works Utility Spec., Public Works Streets/Forestry Spec.
14	\$43.36	\$44.87	\$46.45	\$48.07	\$49.75	\$51.49	\$53.30	\$55.16	\$90,182.59	\$114,737.44	\$102,460.02	Records Supervisor, Building Maintenance Lead Worker, Planner II
15	\$45.09	\$46.67	\$48.30	\$49.99	\$51.74	\$53.55	\$55.43	\$57.37	\$93,789.89	\$119,326.94	\$106,558.42	PW Streets/Forestry Lead Worker
16	\$46.89	\$48.54	\$50.24	\$51.99	\$53.81	\$55.70	\$57.65	\$59.66	\$97,541.49	\$124,100.02	\$110,820.75	Mechanic Lead, PW Utilities Lead Worker
17	\$48.77	\$50.48	\$52.24	\$54.07	\$55.97	\$57.92	\$59.95	\$62.05	\$101,443.15	\$129,064.02	\$115,253.58	Proposed Parks and Building Foreman
18	\$50.72	\$52.50	\$54.33	\$56.24	\$58.20	\$60.24	\$62.35	\$64.53	\$105,500.88	\$134,226.58	\$119,863.73	PW Streets/Forestry Foreman
19	\$52.75	\$54.60	\$56.51	\$58.49	\$60.53	\$62.65	\$64.84	\$67.11	\$109,720.91	\$139,595.64	\$124,658.28	PW Utilities Foreman
20	\$54.86	\$56.78	\$58.77	\$60.82	\$62.95	\$65.16	\$67.44	\$69.80	\$114,109.75	\$145,179.47	\$129,644.61	Mechanic Foreman



Grandfathered Pay Scale for employees hired prior to Jan 1, 2025

	A	B	C	D	E	F	G	H	I	J	
Maint 1	27.43	28.59	29.78	30.67	31.15	31.60	32.07	32.71	33.37	34.03	Current
6%	29.08	30.31	31.57	32.51	33.02	33.50	33.99	34.67	35.37	36.07	2026
5%	30.53	31.83	33.15	34.14	34.67	35.18	35.69	36.40	37.14	37.87	2027
5%	32.06	33.42	34.81	35.85	36.40	36.94	37.47	38.22	39.00	39.76	2028

	A	B	C	D	E	F	G	H	I	J	
Maint 2		34.45	35.22	36.14	36.61	37.08	37.49	38.24	39.00	39.78	Current
6%		36.52	37.33	38.31	38.81	39.30	39.74	40.53	41.34	42.17	2026
5%		38.35	39.20	40.23	40.75	41.27	41.73	42.56	43.41	44.28	2027
5%		40.27	41.16	42.24	42.79	43.33	43.82	44.69	45.58	46.49	2028

	A	B	C	D	E	F	G	H	I	J	
Custodians	27.43	28.59	29.78	30.67	31.15	31.60	32.07	32.71	33.37	34.03	Current
6%	29.08	30.31	31.57	32.51	33.02	33.50	33.99	34.67	35.37	36.07	2026
5%	30.53	31.83	33.15	34.14	34.67	35.18	35.69	36.40	37.14	37.87	2027
5%	32.06	33.42	34.81	35.85	36.40	36.94	37.47	38.22	39.00	39.76	2028

	A	B	C	D	E	F	G	H	I	J	
Receptionist/Clerk	24.10	25.10	26.15	27.03	27.51	27.95	28.43	29.00	29.58	30.17	Current
6%	25.55	26.61	27.72	28.65	29.16	29.63	30.14	30.74	31.35	31.98	2026
5%	26.83	27.94	29.11	30.08	30.62	31.11	31.65	32.28	32.92	33.58	2027
5%	28.17	29.34	30.57	31.58	32.15	32.67	33.23	33.89	34.57	35.26	2028

	A	B	C	D	E	F	G	H	I	J	
Secretary/Clerk			28.43	29.33	29.79	30.21	30.68	31.29	31.92	32.56	Current
6%			30.14	31.09	31.58	32.02	32.52	33.17	33.84	34.51	2026
5%			31.65	32.64	33.16	33.62	34.15	34.83	35.53	36.24	2027
5%			33.23	34.27	34.82	35.30	35.86	36.57	37.31	38.05	2028

Eligible Employees	Classification
Rick Mantucca	Custodian
Eric Willkes	Custodian
Ilia Seymore	Custodian
Alejandro Alvarez	Parks MII
Eric Landgrebe	Parks MII
Luis Reynoso-Esparza	Parks MII
Miguel Reynoso-Esparza	Parks MI
Mario Samaniego	Parks MI
German Reynoso-Esparza	Park MI
Judy Gentile	Receptionist/Clerk
Cathy Elgeness	Receptionist/Clerk

AFSCME Union Contract 2026-2028  
APPENDIX B

Department	Employment Type	First Name	Middle Name	Last Name	Position Description	Hire Date	Bargaining Unit
WAT	Full-Time	THOMAS		VENCHUS	PW UTILITIES LEAD WORKER	10/13/1986	AFSCME
POL	Full-Time	TRACI-LYN		WYSOGLAD	RECORDS SUPERVISOR	01/29/1990	AFSCME
GAR	Full-Time	PAUL		CZARNECKI	MECHANIC LEAD	03/18/1991	AFSCME
GAR	Full-Time	MATTHEW	F	FRIERI	MECHANIC FOREMAN	01/09/1995	AFSCME
REC	Full-Time	JUDITH		GENTILE	RECEPTIONIST/CLERK	05/01/1995	AFSCME
WAT	Full-Time	DENNIS		JESSEN	PW UTILITIES FOREMAN	10/02/1995	AFSCME
STR	Full-Time	JASON		YOUNG	PW STREETS/FORESTRY FOREMAN	06/24/1996	AFSCME
WAT	Full-Time	DALE		HESSEL	IT SPECIALIST	06/01/1998	AFSCME
STR	Full-Time	RODERICK	W	SCHEITLER	PW MAINTENANCE	10/30/2000	AFSCME
WAS	Full-Time	PETER	A	MAGNUSSEN	PW MAINTENANCE	10/30/2000	AFSCME
STR	Full-Time	ALEX	L	HEIDEN	PW MAINTENANCE	01/22/2001	AFSCME
WAT	Full-Time	JEFFREY		DEEKE	PW UTILITIES LEAD WORKER	12/06/2004	AFSCME
STR	Full-Time	GLENN		SCHLEINZER	PW MAINTENANCE	10/10/2005	AFSCME
PARKS	Full-Time	ALEJANDRO		ALVAREZ	MAINTENANCE II	08/14/2006	AFSCME
GAR	Full-Time	TIMOTHY	S	MORICLE	MECHANIC LEAD	06/25/2007	AFSCME
WAS	Full-Time	DANIEL	T	COULTER	PW MAINTENANCE	01/02/2008	AFSCME
COM	Full-Time	MICHAEL		VOGT	BUILDING INSPECTOR	04/08/2008	AFSCME
PARKS	Full-Time	ERIC		LANDGREBE	MAINTENANCE II	10/20/2008	AFSCME
STR	Full-Time	FERNANDO	GUERRERO	PEREZ	PW MAINTENANCE	06/28/2011	AFSCME
WAS	Full-Time	JOSEPH		PETRANCOSTA	PW MAINTENANCE	09/24/2012	AFSCME
POL	Full-Time	JOHN		DOYLE	COMMUNITY SERVICE OFFICER	10/21/2013	AFSCME
BUI	Full-Time	JEREME	J	FERGUSON	BUILDING MAINTENANCE II	12/16/2013	AFSCME
BUI	Full-Time	JAMES	R	OLSEN	BUILDING MAINTENANCE LEAD WORKER	01/16/2014	AFSCME
FIN	Full-Time	ELIZABETH		CARDENAS	UTILITY BILLING SPECIALIST	04/21/2014	AFSCME
POL	Full-Time	ALYZZA		JOHNSTON	RECORDS SPECIALIST II	04/29/2014	AFSCME
PARKS	Full-Time	LUIS		REYNOSO-ESPARZA	MAINTENANCE II	06/30/2014	AFSCME
REC	Full-Time	RICHARD		MANTUCCA	CUSTODIAN	07/31/2014	AFSCME
PARKS	Full-Time	MIGUEL		REYNOSO	MAINTENANCE I	02/22/2016	AFSCME
PARKS	Full-Time	MARIO		SAMANIEGO	MAINT-2/MECH-2	07/01/2016	AFSCME
PARKS	Full-Time	GERMAN		REYNOSO-ESPARZA	MAINT-2/MECH-2	07/11/2016	AFSCME
REC	Full-Time	CATHRINE		ELGENESS	RECEPTIONIST/CLERK	10/10/2016	AFSCME
WAT	Full-Time	MICHAEL	C	AVELAR	PW MAINTENANCE	01/16/2017	AFSCME
POL	Full-Time	LAURA		NAROZNY	RECORDS SPECIALIST II	05/22/2017	AFSCME
POL	Full-Time	LAUREN		MALLO	RECORDS SPECIALIST II	12/18/2017	AFSCME
WAT	Full-Time	KENNETH		PILLAR	PW MAINTENANCE	01/02/2019	AFSCME
POL	Full-Time	JACY		VENINGA	RECORDS SPECIALIST II	02/20/2020	AFSCME
STR	Full-Time	CHADWICK	S	FLINT	PW MAINTENANCE	11/02/2020	AFSCME
POL	Full-Time	KELSEY	M	MARTIN	EVIDENCE TECHNICIAN	09/02/2021	AFSCME
STR	Full-Time	RYAN		BROWN	PW LABORER	04/04/2022	AFSCME
STR	Full-Time	BRIAN		JOHNSON	PW LABORER	07/05/2022	AFSCME
REC	Full-Time	ERIC		WILKES	CUSTODIAN	08/21/2023	AFSCME
BUI	Full-Time	ILIA		SEYMORE	CUSTODIAN	12/04/2023	AFSCME
POL	Full-Time	CINDY		ACOSTA	RECORDS SPECIALIST I	02/05/2024	AFSCME
PW	Full-Time	LUKE		PUKNAITIS	PW LABORER	05/21/2024	AFSCME
PW	Full-Time	MANDY		DOBBSINS	RECEPTIONIST/CLERK	05/28/2024	AFSCME
POL	Full-Time	SOPHIA		PETRI	RECORDS SPECIALIST I	06/24/2024	AFSCME
COM	Full-Time	RACHEL		LEEDOM	PLANNER I	07/01/2024	AFSCME
POL	Full-Time	GIANA		RAITANO	COMMUNITY SERVICE OFFICER	09/18/2024	AFSCME
WAT	Full-Time	RICHARD		SCHROEDER	PW LABORER	12/02/2024	AFSCME
PW	Full-Time	NICKY		CRUZ GONZALEZ	MECHANIC APPRENTICE	07/14/2025	AFSCME
PARKS	Full-Time	JOSHUA		PETO	CUSTODIAN	09/08/2025	AFSCME
PW	Full-Time	DEANNE		TORRES	PW/CED RECEPTIONIST	10/01/2025	AFSCME
COM	Full-Time	KELLY		SIMMS	CODE ENFORCEMENT	11/10/2025	AFSCME
FIN	Full-Time	OPEN		OPEN	FINANCE SPECIALIST		AFSCME
PW	Full-Time	OPEN		OPEN	PW LABORER		AFSCME
STR	Full-Time	OPEN		OPEN	PW LABORER		AFSCME