

MEMORANDUM
Municipal Accountability Review Board

To: Members of the Municipal Accountability Review Board
From: Julian Freund, OPM
Subject: Tentative Agreement – Hartford Federation of Paraeducators
Date: May 11, 2022

Background

The collective bargaining agreement between the Hartford Board of Education and the Hartford Federation of Paraeducators expired on June 30, 2018. A tentative agreement for a successor contract for the term July 1, 2018 – June 30, 2024 was signed on March 16 and subsequently ratified by the union and approved by the Board of Education on April 19.

Section 7-576d(6) of CT General Statutes provides the MARB with an opportunity to approve or reject the tentative agreement. The MARB will have until June 2, 2022 to take action on the agreement if it chooses. At its April 28 meeting, the Hartford Subcommittee voted to recommend that the full MARB approve the tentative agreement.

The union represents approximately 420 employees.

The Board of Education provided a comprehensive set of supporting documents for the agreement including a summary that itemizes all of the material changes in the contract.

Attachments

- Summary of Tentative Agreement
- Tentative Agreement
- Fiscal Impact and Steps Analysis
- Comparables
- Turnover Rates
- Red-lined version of contract

Summary of Hartford-Paraeducators Tentative Agreement

This unit consists of approximately 420 paraeducators. The current contract expired on June 30, 2018. The parties reached a tentative agreement on March 16, 2022. The Union ratified the tentative agreement on March 16, 2022. The new contract will be effective retroactively from July 1, 2018 – June 30, 2024.

Background

The prior contract was from July 1, 2015 through June 30, 2018. There was no step movement during the life of that contract.

Salary

2018-2019	0% GWI, no step movement
2019-2020	0% GWI, no step movement
2020-2021	0% GWI, no step movement
2021-2022	Retroactive to July 1, 2021: 2% GWI, all members not on top step move one step.
2022-2023	July 1, 2022: 2% GWI, all members not on top step move one step.
2023-2024	July 1, 2023: 3% GWI, no step movement

		Fiscal Impact of Wage Increases			
General Topic	Change	FY 21-22	FY 22-23	FY 23-24	Total
Wages	General Wage Increases %	2.00%	2.00%	3.00%	
	Cost of General Wage Increase in \$ (compounded)	\$ 231,965	\$ 244,252	\$ 387,548	\$ 863,765
	Cost of Step (Range) Changes in \$	\$ 382,345	\$ 458,953	\$ -	\$ 841,298
		\$ 614,310	\$ 703,205	\$ 387,548	\$ 1,705,063

Other Cost Increases

Increased the tuition reimbursement rate for college courses from \$300 per credit to \$675 per credit.

Stipend increases for covering other duties:

- Increased the stipend for substitute teaching from \$60 to \$80
- Increased the stipend for covering a specials class such as art or physical education from \$10 per class to \$15 per class
- Increased the stipend for substituting for a nurse from \$60 to \$80

Projected cost of the stipend and tuition reimbursement increases:

General Topic	Change	FY 21-22	FY 22-23	FY 23-24	Total
Stipends	Stipend increases in Article XIX	\$	\$ 48,000	\$ 48,000	\$ 96,000
Tuition Reimbursement	Increase reimbursement from \$300/credit to \$675/credit, max of 6	\$ 20,250	\$ 20,250	\$ 20,250	\$ 60,750
Total Cost		\$ 20,250	\$ 68,250	\$ 68,250	\$156,750

Insurance

For the 2021-2022 school year there are no changes to the health insurance and cost share premiums. For the 2022-2023 school year:

- **It will become mandatory for all bargaining unit members to be on the High Deductible Health Plan(HDHP) with a Health Savings Account (HSA) as of July 1, 2022**
 - Premium Cost Share will be based on the Anthem allocation rate plus not more than 4%.
 - 2018-2022 10.0%
 - July 1, 2022 10.5%
 - July 1, 2023 11.0%
 - In-Network services shall be subject to a \$2,000 deductible for an individual plan and \$4,000 per family. The plan pays 100% in network services after the deductible, except for prescription drugs (Rx).
 - Out-of-Network services shall be subject to a 20% coinsurance for an individual plan up to a yearly maximum of \$2,000 individual and \$4,000 per family. Out of network out of pocket maximum is \$4,000 per individual and \$8,000 per family (including the deductible)

- Upon reaching the deductibles, there shall be a Rx co-payment applied as follows:
 - Generic: \$5
 - Brand (formulary): \$15
 - Brand (non-formulary): \$30
 - Up to an out of pocket maximum of \$1,000 per individual and \$2,000 per family.

For the 2022-2023 school year, the Board shall contribute seventy-five percent (75%) of the applicable HSA deductible amount for those members who are transitioning to the HDHP from the PPO. For these transitioning members for the 2022-2023 school year, two-thirds the Board's contribution toward the HSA deductible will be deposited into the HSA account during the first week of July 1, 2022, one-third of the Board's contribution toward the HSA deductible will be deposited into the HSA during the first week of January 2023. For those members currently in the HDHP, the Board will contribute fifty percent (50%) of the applicable HDHP deductible with the first half the first during the week of July 1, 2022 and the second during the week of January 1, 2023. In subsequent years, the payment for all members will be 50% and will be made in two equal installments, the first during the week of July 1 and the second during the week of January 1. The Board's contribution will be pro-rated for members hired after July 1st in any year.

- **Starting July 1, 2023, members who decline the District's health insurance and show proof of enrollment in another group health insurance will be eligible for a stipend of \$1,000 per school year, paid at the end of the school year. This will be prorated for any unit member who enrolls in the health insurance mid-school year due to a HIPAA compliant reason.**
- **Members hired after June 30, 2022 will not be eligible for retiree insurance coverage. They remain eligible for COBRA coverage.**

Projected overall cost impact of the health insurance changes:

	Change	FY 21-22	FY 22-23	FY 23-24	Total
Healthcare	\$1,000 stipend for waiving coverage	\$ -	\$ 100,000	\$ 100,000	\$ 200,000
	Shift to allocation rates/additional contribution to premium cost share	\$ -	\$ 4,000	\$ (29,000)	\$ (25,000)
Health Premium Cost Share	HPHP Employee Cost Share	10.0%	10.5%	11.0%	
Healthcare	Full conversion to HDHP	\$ -	\$ (774,000)	\$ (959,000)	\$ (1,733,000)
	Totals		\$ (670,000)	\$ (888,000)	\$ (1,558,000)

Total increased cost of the contract based on current employees through 2023-2024 is estimated to be \$303,813.

Other Changes

- Updated the federation rights language to address the *Janus* decision and state legislation.
- Updated the personal leaves of absence language to reflect state and federal anti-discrimination laws.
- Global replacement of “Chief Labor and Legal Officer” with “Senior Executive Director of Human Resources” throughout the Agreement.
- Updated the personal leave of absence language to reflect how absences are actually requested via the automated absences management system rather than a paper system.
- Fixed some typographical errors in the contract and moved language from side letters to the proper section of the contract.

NEGOTIATIONS BETWEEN

THE HARTFORD FEDERATION OF PARAEDUCATORS LOCAL 221, AFT, AFL-CIO
("UNION")

AND

THE HARTFORD BOARD OF EDUCATION ("BOARD")

In full and final settlement of a successor agreement to their collective bargaining agreement that expired June 30, 2018 the negotiating teams for the Hartford Board of Education (the "Board") and the Hartford Federation of Paraeducators (the "Union") have tentatively agreed to the following changes to their collective bargaining agreement subject to ratification by the Board and the Union and approval by the Municipal Accountability Review Board:

- **Duration through June 30, 2024**

- **Amend Article IV Salaries to add:**

B. Bargaining unit members shall advance one increment, when increment is granted by this Agreement, upon said salary schedule for satisfactory service.

~~There shall be no step movement during the life of the contract. There shall be step movement for those members not on top step retroactively on July 1, 2021, and on July 1, 2022. There shall be no other step movement during the life of the contract.~~

F. Bargaining Unit Members in the I-Goal and Step Program shall receive an annual stipend of \$500 in addition to their regular pay. Such stipend shall be pro-rated for employees who start in the position after the beginning of the school year or leave the position before the end of the year.

- **Amend Article V: Fringe Benefits **Changes go into effect July 1, 2022****

1. **PPO**

~~Participating employees shall contribute the following percentages toward the annual premium or fully insured premium equivalent costs for individual or family coverage:~~

~~Effective October 19, 2016: 13%~~

~~All employees starting work in the Paraeducator bargaining unit on or after July 1, 2017, may only enroll in the HDHP with HSA and shall not have access to the PPO plan. If an employee is hired into the unit while already enrolled in the district PPO plan as an active employee within the district, he/she shall be permitted to remain in such plan. Any member who elects the High Deductible Health Plan with the HSA shall not thereafter return to the PPO.~~

~~Effective October 19, 2016, Board's Modified PPO for eligible members of HFP:~~

Office Visit Co Payment:	\$30
Specialist Visit Co Payment:	\$40
In patient Co Payment:	\$150
Out patient Co Payment:	\$100
Emergency Room Co Payment:	\$100
Urgent Care Co Payment:	\$25

Employees enrolled in the Board's PPO Plan are eligible for the Board's managed three-tier drug rider as follows:

- _____ \$5 generic
- _____ \$25 formulary brand
- _____ \$40 non-formulary brand

- _____ Mail Order 2X co-payments for a 90-day supply.

As of July 1, 2022, the only insurance that will be offered is the High Deductible Health Plan.

2 1. High Deductible Health Plan with a Health Savings Account ("HSA")

Members shall contribute the following percentages toward the annual premium or ***the Anthem allocation rate plus not more than four percent (4%)*** fully insured premium equivalent costs for individual or family coverage on the IIDIP with HSA:

<i>2018-2022:</i>	<i>10%</i>
<i>2022-2023:</i>	<i>10.5%</i>
<i>2023-2024:</i>	<i>11%</i>

In-Network services shall be subject to a \$2,000 deductible for an individual plan and \$4,000 per family. The plan pays 100% in network services after the deductible, except for prescription drugs (Rx).

Out-of-Network services shall be subject to a 20% coinsurance for an individual plan up to a yearly maximum of \$2,000 individual and \$4,000 per family. Out of network out of pocket maximum is \$4,000 per individual and \$8,000 per family (including the deductible)

Upon reaching the deductibles, there shall be a Rx co-payment applied as follows:

- Generic: \$5
- Brand (formulary): \$15
- Brand (non-formulary): \$30

Up to an out of pocket maximum of \$1,000 per individual and \$2,000 per family

HSA Plan:

For the 2022-2023 school year, the Board shall contribute seventy-five percent (75%) of the applicable HSA deductible amount for those members who were not enrolled in the HDHP for the 2021-2022 school year and are transitioning to the HDHP for the 2022-2023 school year

(“transitioning members”). For the 2022-2023 school year for transitioning members, two-thirds of the Board’s contribution toward the HDHP deductible will be deposited into the HSA account during the first week of July 2022, and one-third of the Board’s contribution toward the HDHP deductible will be deposited into the HDHP during the first week of January 2023. For the 2022-2023 school year, the Board shall contribute fifty percent (50%) of the applicable HSA deductible for all other members enrolled in the HDHP. The Board’s contribution toward the HDHP deductible for non-transitioning members will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2017 2022 and the second during the week of January 1, 2023. Effective July 1, 2017 2023, the Board shall contribute fifty percent (50%) of the applicable HSA deductible amount for all members enrolled in the HDHP. The parties acknowledge that the Board’s ~~fifty percent (50%)~~ contribution toward the funding of the HSA HDHP plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HSA HDHP deductible for retirees or other individuals upon their separation from employment. The Board’s contribution toward the HSA HDHP deductible will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2017 2023 and the second during the week of January 1, 2018 2024. The Board’s contribution will be pro-rated for members hired after July 1st in any year or for members who leave prior to June 30th.

Any member who is enrolled in Medicare may not participate in the HSA and must participate in a health retirement account (HRA).

3. Dental plan is subject to premium cost sharing specified for the PPO HDHP above.
 4. Anthem Blue Cross Blue Shield Full Service Dental fully paid for the employee and the employee's enrolled dependents will also be provided with riders A, B, C, D, and E (DCR up to age 25) at no cost.
 5. If the employee or the employee's dependents become ineligible for medical or dental coverage they can purchase the coverage at their own expense at the group rate plus the 2% administration fee in accordance with the Congressional Omnibus Budget Reconciliation Act (COBRA).
 6. A Long Term Disability policy will be made available to bargaining unit members at group rates.
- B. The Board further agrees to extend without cost, life insurance coverage (the amount thereof to be one and one-half times the individual's annual salary) to include such continuing paraeducators who are assigned on or before December 1 in any year for a paraeducator position. After retirement, the amount of said life insurance coverage might be converted in accordance with the policy.
1.
 - a. The Board reserves the right to study alternative insurance plans to the plans outlined in this section provided the following steps are followed:

- The plan suggested as an alternative must contain at least a substantially equal benefit level as the present plan at no additional cost to the employee.
 - The Federation will have the opportunity to study the plan for a period of thirty (30) working days.
 - If at the end of the aforementioned thirty (30) working days there is disagreement between the parties on whether or not the plan offers substantially equal benefits, then the issue will be sent to a mutually selected arbitrator. If the parties are unable to agree on an arbitrator, the American Arbitration Association shall be requested to appoint an arbitrator in accordance with its rules and regulations. The decision of the arbitrator as to whether the proposed plan is substantially equal to the then current plan shall be binding on the parties.
 - **Proposed changes are limited to no more than one proposed change for each type of insurance during the term of the contract.**
 - If the proposed plan is comparable and portable through the United States, the Board may substitute as soon as possible.
- b. The Federation agrees that any portion of the health, dental or prescription drug plan may be self-insured or insured at the sole discretion of the Board. If the plan is self-insured, the plan shall still conform to the state benefit mandates as promulgated by the Connecticut legislature. If there is a claim dispute, if the State Department of Insurance agrees to accept jurisdiction, the parties agree to allow such jurisdiction to resolve the claim. If the State Department of Insurance refuses to accept jurisdiction, the parties may reach mutual agreement about another body, entity or forum where the dispute may be heard.

C. Medical and Dental Insurance Waiver/Withdrawal from Health Care Coverage

Effective July 1, 2022, and each July 1 thereafter, bargaining unit members who are eligible for medical and dental insurance benefits through the Board may voluntarily elect, subject to Section 125 of the Internal Revenue Code, to waive their Board-provided medical and dental insurance coverage for a minimum of one (1) year, except as provided below. A bargaining unit member who opts not to accept medical and dental insurance through the Board's medical and dental insurance plans, in lieu thereof, shall be paid an annual amount of One Thousand Dollars (\$1,000.00) at the end of that fiscal year, provided the bargaining unit member timely notifies the Office of Talent Management before the close of the annual enrollment period. In order to be eligible for this annual payment, the bargaining unit member must provide evidence that the bargaining unit member and the his/her expected tax family are or will be enrolled in minimum essential health care coverage through another source (other than coverage in the

individual market, whether or not obtained through the Exchange) (the “alternate coverage”). This waiver, including the evidence of alternate coverage, must be renewed each year during the annual open enrollment period. Payment for the waiver will be paid only upon the completion of the entire plan year, payable during the month of July of the subsequent year.

*Any bargaining unit member who subsequently becomes ineligible under alternate medical insurance coverage during the one (1) year period shall be entitled to re-enroll under the Board’s medical insurance provisions provided that the Office of Talent Management is notified by the bargaining unit member in writing. If the bargaining unit member re-enrolls in the Board’s medical insurance plan before the expiration of the one (1) year period, he or she shall receive a pro-rated amount for any full month that he or she has not received medical insurance from the Board. [***This section represents concepts only and may be amended to comply with applicable laws***]*

- Amend Article VII Fair Practices to add “gender identity or expression” as a protected category.
- Amend Article X – Federation Rights

- A. The Board agrees to deduct via payroll dues for all members of the bargaining unit *who authorize such payments in writing*, ~~unless an individual member gives notice to the Director of Human in writing, that he or she wishes to have deducted the service fee only.~~ Effective with the ~~employee’s date of hire~~ *date of union’s notification of employee’s written authorization*, the proper deduction will be made each month *pay period* from the employee’s salary and forwarded to the Union monthly. Upon the payment thereof to the Federation the Board shall be held free and harmless from any liability in handling such Federation dues and may require a release from the Federation. *Employees on leaves of absence must make suitable arrangements in advance of such leave to pay the Union dues directly to the Union.*
- B. ~~Effective July 1, 1980 all employees shall, as a condition of continued employment, join the Union or pay to the Union a representation fee not greater than the amount of dues uniformly required of members of the exclusive bargaining representative organization, set by the Union in accordance with law.~~

- ~~1. The Board shall deduct the amount certified by the Union as the annual dues or representation fee from any pay of each employee in equal semi-monthly installments. All such deductions shall be remitted to the Union by the fifteenth (15th) day of the month for which the deduction is made. Employees on leaves of absence must make suitable arrangements in advance of such leave to pay the representation fee for Union dues directly to the Union.~~

~~Payments for new employees shall commence within thirty days following the effective date of employment.~~

- Amend Article XII – Personal Leaves of Absence

- A(4) Absence for ~~husband~~ *spouse* for birth of child to ~~wife~~ *spouse* not to exceed two (2) days in any school year. Absence for parent for adoption of child not to exceed two (2) days in any contract year.

An employee must make the necessary arrangements before taking leave and must ~~file the Personal Leave Request Form~~ *report the absence in the automated absences management system* prior to taking leave. An employee, who has taken personal days on an emergency basis, must, upon the date of his/her return from the day(s) of absence, and in no case later than the day following his/her return from leave, ~~file the Personal Leave Request Form~~. Failure to *report the absence in the automated absences management system* ~~file the Personal Leave Request Form~~ will render the leave unauthorized and will mean loss of pay for that/those day(s).

- J. ~~The Administration reserves the right, in its sole discretion, to reassign any member to an equivalent position, if the member is on a leave of any kind for thirty consecutive school days. This provision shall supersede any other provision contained in this Agreement except for Paragraph E (child-bearing disability leave).~~ Effective June 30, 2007, the Administration reserves the right, in its sole discretion, to reassign any member to an equivalent position, if the member is on a leave of any kind for twenty-five consecutive school days. This provision shall supersede any other provision contained in this Agreement except for Paragraph E (child-bearing disability leave).

- **Amend Article XVI – Professional Development**

Increase tuition reimbursement to \$675.00 per credit.

- **Amend Article XIX – Coverage/Miscellaneous**

A. Increase stipend from \$60.00 to \$80.00

A(2) Increase stipend from \$10.00 per class to \$15.00 per class

A(3) Increase stipend for nurse coverage from \$60.00 to \$80.00

- **Amend Appendix C**

Members hired after June 30, 2022 shall not be eligible for retiree insurance.

Amend Wages Provisions

2018-2019	0% GWI, no step
2019-2020	0% GWI, no step
2020-2021	0% GWI, no step
2021-2022	2% GWI, all members not on top step move one step (retroactive to July 1, 2021)
2022-2023	2% GWI, all members not on top step move one step
2023-2024	3.0% GWI, no step movement

GLOBAL REPLACEMENTS AND HOUSEKEEPING

- **Global Replacement of “Chief Labor and Legal Officer” with “Senior Executive Director of Human Resources”**
- **Article VIII Opportunities and Assignments**

(M) All official communications from the Superintendent which ~~are~~ *is* intended for the information of the employees may be posted on school bulletin boards so as to be available to employees as soon as possible upon receipt in the schools.

- **Article IX Notices and Announcements:** Change “which are” to “which is”
- **Article XVI Work Day and Work Year:** Subsection (E) – remove word “hours”
- Move Side Letter regarding retroactive payments only applicable to active employees to Appendix A.

FOR THE HARTFORD
BOARD OF EDUCATION

FOR HARTFORD FEDERATION OF
PARAEDUCATORS
LOCAL 2221, AFT, AFL-CIO



Mclinda Kaufmann
Spokesperson for the Board



Ben Wenograd
Spokesperson for the Union

3/16/2022
Date

3/16/2022
Date

Total Cost Summary: Agreement Between HBOE and Paraprofessionals

General Topic	Change	Fiscal Impact			
		FY 21-22	FY 22-23	FY 23-24	Total
Wages	General Wage Increases %	2.00%	2.00%	3.00%	
	Cost of General Wage Increase in \$ (compounded)	\$ 231,965	\$ 244,252	\$ 387,548	\$ 863,765
	Cost of Step (Range) Changes in \$	\$ 382,345	\$ 458,953	\$ -	\$ 841,298
Stipends	Stipend increases in Article XIX	\$ -	\$ 48,000	\$ 48,000	\$ 96,000
Tuition Reimbursement	Increase reimbursement from \$300/credit to \$675/credit, max of 6	\$ 20,250	\$ 20,250	\$ 20,250	\$ 60,750
Healthcare	\$1,000 stipend for waiving coverage	\$ -	\$ 100,000	\$ 100,000	\$ 200,000
	Shift to allocation rates/additional contribution to premium cost share	\$ -	\$ 4,000	\$ (29,000)	\$ (25,000)
Health Premium Cost Share	HPPH Employee Cost Share	10.0%	10.5%	11.0%	
Net Annual Impact		\$ 634,560	\$ 875,455	\$ 526,798	\$ 2,036,813
Other Measures to Offset Costs of Contract					
Healthcare	Full conversion to HDHP	\$ -	\$ (774,000)	\$ (959,000)	
Net Annual Impact Each Year		\$ 634,560	\$ 101,455	\$ (432,202)	\$ 303,813
Notes:					

HARTFORD BOARD OF EDUCATION
2021-22 PARAPROFESSIONAL NEGOTIATIONS

2017-22 Wage Comparison for the 2022-23 AENGLC* Group (11 lowest) and DRG** I

Full-time 10-month paraprofessionals without a degree; also does not include ABA or other certificated wage levels (unless required)												in descending order by 2017-18 max
District	Contract Duration	2017-18 min	2017-18 max	2018-19 min	2018-19 max	2019-20 min	2019-20 max	2020-21 min	2020-21 max	2021-22 Min	2021-22 Max	Notes
Bridgeport	2014-19	19.98	26.79	20.38	27.33							instructional assistant, 1190 hours per day (6.5 x 183)
Hartford	2015-18	16.14	26.30									salary columns A-C, 11 steps
New Haven	2019-23	17.44	22.42	17.97	23.08	17.97	23.08	18.40	23.63	18.40	24.10	Group I; 4 steps; added \$.24 to max for 45 credits (\$300/6.75*184)
West Haven	2017-20/21	16.57	22.14	16.74	22.36	16.91	22.36	17.08	22.58			1092 hours of work; 6 steps
New Britain	2018-21	18.35	22.06	18.35	22.06	18.83	22.63	18.83	22.95			5 steps
East Hartford	2020-24	14.04	18.84	14.46	19.41	14.61	19.60	14.68	19.70	14.97	20.19	6 steps; added 5% required ParaPro Assessment to max
Norwich	2017-20/21	15.60	17.53	15.95	17.92	16.27	18.28	16.60	18.65			Group I (regular classroom paraeducator); 3 steps, 10 years to max
Ansonia	2016-21	14.58	16.59	15.25	16.92	15.94	17.26	16.61	17.60			2 steps
Waterbury	2018-22	11.37	16.57	11.37	16.57	11.65	16.98	11.94	17.40	12.18	17.75	1 year to max; associate's degree is the base schedule (shown here)
Windham	2017-20	12.77	16.48	13.15	16.97	13.54	17.48					10 steps
New London	2018-21	***	***									
Average w/o Hartford		15.63	19.94	15.96	20.29	15.72	19.71	16.31	20.36	15.18	20.68	
Hartford % +/-		3%	32%									

*Adjusted Equalized Grand List per Capita (AENGLC) is a measure of wealth formulated by the Connecticut State Department of Education (CSDE)

**District Reference Groups (DRG) are Connecticut school districts grouped according to similar economic indicators by the CSDE; in this specific case, all of the districts in DRG I (Bridgeport, Hartford, New Britain, New Haven, New London, Waterbury, & Windham) are also in the AENGLC group

***New London does not have an established wage schedule

Sources: collective bargaining agreements; CSDE (for the DRG & AENGLC)

HARTFORD BOARD OF EDUCATION
2021-22 PARAPROFESSIONAL NEGOTIATIONS

2017-22 Wage Comparison for the 2022-23 AENGLC* Group (11 lowest) and DRG** I

Full-time 10-month paraprofessionals with an Associate's degree

in descending order by 2017-18 max

District	Contract Duration	2017-18 min	2017-18 max	2018-19 min	2018-19 max	2019-20 min	2019-20 max	2020-21 min	2020-21 max	2021-22 Min	2021-22 Max	Notes
Hartford	2015-18	18.25	27.21									salary column D; 11 steps
Bridgeport	2014-19	19.98	26.79	20.38	27.33							instructional assistant, 1190 hours per day (6.5 x 183); no degree differential
New Britain	2018-21	18.35	22.65	18.35	22.65	18.83	23.22	18.83	23.54			added \$.59/hr to max for Assoc. degree - \$750/(7 hrs * 182 days)
New Haven	2019-23	17.44	22.50	17.97	23.16	17.97	23.16	18.40	23.71	18.40	24.18	Group I; 4 steps (\$.32 added to max for 60 credits - \$400/yr, 6.75 hrs * 184 days)
West Haven	2017-20/21	16.57	22.14	16.74	22.36	16.91	22.36	17.08	22.58			1092 hours of work; \$500 one-time bonus for Associate's degree (not shown here in wages)
East Hartford	2020-24	14.04	18.84	14.46	19.41	14.61	19.60	14.68	19.70	14.97	20.19	6 steps; added 5% required ParaPro Assessment to max; no degree differential
Norwich	2017-20/21	15.60	18.03	15.95	18.42	16.27	18.78	16.60	19.15			Group I (regular classroom paraeducator); added \$.50 to max for Associate's degree - \$600/(6.5 hrs/184 days)
Ansonia	2016-21	14.58	16.59	15.25	16.92	15.94	17.26	16.61	17.60			2 steps; no degree differential
Waterbury	2018-22	11.37	16.57	11.37	16.57	11.65	16.98	11.94	17.40	12.18	17.75	1 year to max; Associate's degree is the base schedule (shown here)
Windham	2017-20	12.77	16.48	13.15	16.97	13.54	17.48					10 steps; no Associate's degree differential (BA only - one-time advancement of 2 steps on the wage schedule)
New London	2018-21	***	***									
Average w/o Hartford		15.63	20.07	15.96	20.42	15.72	19.86	16.31	20.53	15.18	20.71	
Hartford % +/-		17%	36%									

*Adjusted Equalized Grand List per Capita (AENGLC) is a measure of wealth formulated by the Connecticut State Department of Education (CSDE)

**District Reference Groups (DRG) are Connecticut school districts grouped according to similar economic indicators by the CSDE; in this specific case, all of the districts in DRG I (Bridgeport, Hartford, New Britain, New Haven, New London, Waterbury, & Windham) are also in the AENGLC group

***New London does not have an established wage schedule

Sources: collective bargaining agreements; CSDE (for the DRG & AENGLC)

**HARTFORD BOARD OF EDUCATION
2021-22 PARAPROFESSIONAL NEGOTIATIONS**

2017-22 Wage Comparison for the Surrounding Districts (Two Deep)

Full-time 10-month paraprofessionals without a degree; also does not include ABA or other certificated wage levels (unless required) in descending order by 2017-18 max

District	Contract Duration	2017-18 min	2017-18 max	2018-19 min	2018-19 max	2019-20 min	2019-20 max	2020-21 min	2020-21 max	2021-22 Min	2021-22 Max	Notes
Hartford	2015-18	16.14	26.30									salary columns A-C, 11 steps
Simsbury	2020-23	22.08	24.66	22.58	25.21	23.12	25.82	23.58	26.34	24.09	26.90	Categories 4&5
Farmington	2018-21	20.41	24.39	20.82	24.33	21.24	24.82	21.66	25.32			5 steps, 3 years to max
Glastonbury	2021-25	16.04	24.36	16.04	24.85	16.04	25.35	16.04	25.86	16.36	26.38	wage groups C-D, 7 steps
Manchester	2018-22	14.15	22.42	14.43	20.23	14.72	20.63	15.01	21.04	15.31	21.46	5 steps 2020-21; 6 steps 2021-22
East Windsor	2019-22	17.84	22.21	18.38	22.88	18.96	23.22	19.24	23.57	19.53	23.93	Category II, 9 steps
Rocky Hill	2017-21	21.36	22.18	21.89	22.73	22.44	23.30	23.02	23.88			min = probationary rate (1 year); max = job rate
New Britain	2018-21	18.35	22.06	18.35	22.06	18.83	22.63	18.83	22.95			5 steps
South Windsor	2020-23	15.87	21.15	16.17	21.55	16.48	21.96	16.81	22.40	17.15	22.85	3 years to max
Bloomfield	2019-22	17.80	21.03	18.25	21.55	18.25	21.55	18.62	21.98	18.99	22.42	4 steps
Wethersfield	2017-21	16.86	20.61	17.20	21.02	17.54	21.44	17.80	21.76			Grade 2; 6 steps
Ellington	2017-22	14.34	19.29	14.63	19.68	15.24	20.07	15.58	20.52	16.27	20.98	16 steps 2020-21; 15 steps 2021-22
Avon	2017-20	16.30	19.27	16.63	19.66	16.88	19.95					6 steps
East Hartford	2020-24	14.04	18.84	14.46	19.41	14.61	19.60	14.68	19.70	14.97	20.19	6 steps; added 5% required ParaPro Assessment to max
Windsor Locks	2020-23	15.13	18.81	15.42	19.19	15.58	19.38	15.89	19.77	16.21	20.17	3 steps
Berlin	2018-21	16.65	18.62	19.09	19.47	19.56	19.95	20.05	20.45			3 steps, 10 years to max
Windsor	2019-23	15.37	17.46	15.68	17.81	16.15	18.32	16.62	18.84	16.95	19.22	3 steps; these rates are for paras hired > 7/1/03
Vernon	2020-23	11.83	17.00	12.36	17.34	12.97	17.69	13.30	18.40	13.85	18.77	7 steps 2020-21; 6 steps 2021-22; 5 steps 2022-23
West Hartford	2018-22	12.05	16.48	12.38	16.93	12.75	17.44	13.13	17.96	13.56	18.54	"regular" instructional paras, 6 steps
East Granby	2019-22	12.34	16.44	12.34	16.44	12.59	16.69	13.59	17.69	14.04	18.14	9 steps
New Milford	2019-21	13.80	15.25	14.21	15.70	14.63	16.16	15.06	16.64			min = probationary rate (75 days); max = job rate
Average w/o Hartford		16.13	20.13	16.57	20.40	16.93	20.80	17.29	21.32	16.71	21.53	
Hartford % +/-		0%	31%									

Sources: collective bargaining agreements

HARTFORD BOARD OF EDUCATION
2021-22 PARAPROFESSIONAL NEGOTIATIONS

2017-22 Wage Comparison for the Surrounding Districts (Two Deep)

Full-time 10-month paraprofessionals with an Associate's degree												in descending order by 2017-18 max
District	Contract Duration	2017-18 min	2017-18 max	2018-19 min	2018-19 max	2019-20 min	2019-20 max	2020-21 min	2020-21 max	2021-22 Min	2021-22 Max	Notes
Hartford	2015-18	18.25	27.21									salary column D, 11 steps
Simsbury	2020-23	22.08	24.66	22.58	25.21	23.12	25.82	23.58	26.34	24.09	26.90	Categories 4&5; no degree differentials
Farmington	2018-21	20.41	24.39	20.82	24.33	21.24	24.82	21.66	25.32			5 steps, 3 years to max; no degree differentials
Glastonbury	2021-25	16.04	24.36	16.04	24.85	16.04	25.35	16.04	25.86	16.36	26.38	wage groups C-D, 7 steps; no degree differentials
New Britain	2018-21	18.35	22.65	18.35	22.65	18.83	23.22	18.83	23.54			added \$.59/hr to max for assoc. degree - \$750/(7 hrs * 182 days)
Manchester	2018-22	14.15	22.42	14.43	20.23	14.72	20.63	15.01	21.04	15.31	21.46	5 steps 2020-21; 6 steps 2021-22; 60 hours or Associate's degree required per Recognition clause
East Windsor	2019-22	17.84	22.21	18.38	22.88	20.65	24.90	20.96	25.27	21.27	25.65	used category II, 9 steps, 2017-19; used category III, 9 steps (newly created ParaPro classification) 2019-22; no degree differentials
Rocky Hill	2017-21	21.36	22.18	21.89	22.73	22.44	23.30	23.02	23.88			min = probationary rate (1 year); max = job rate; no degree differentials
West Hartford	2018-22	14.24	21.16	14.63	21.74	15.07	22.39	15.52	23.06	16.02	23.81	used "ABA Trained" here, 6 steps; no degree differentials
South Windsor	2020-23	15.87	21.15	16.17	21.55	16.48	21.96	16.81	22.40	17.15	22.85	3 years to max; no degree differentials
Bloomfield	2019-22	17.80	21.03	18.25	21.55	18.25	21.55	18.62	21.98	18.99	22.42	4 steps; no degree differentials
Wethersfield	2017-21	16.86	20.61	17.20	21.02	17.54	21.44	17.80	21.76			Grade 2; 6 steps; no degree differentials
Ellington	2017-22	14.34	19.29	14.63	19.68	15.24	20.07	15.58	20.52	16.27	20.98	16 steps 2020-21; 15 steps 2021-22; no degree differentials
Avon	2017-20	16.30	19.27	16.63	19.66	16.88	19.95					6 steps; \$1 per hour for a teaching degree (not included here); no Associate's degree differential

HARTFORD BOARD OF EDUCATION
2021-22 PARAPROFESSIONAL NEGOTIATIONS

2017-22 Wage Comparison for the Surrounding Districts (Two Deep)

Full-time 10-month paraprofessionals with an Associate's degree

in descending order by 2017-18 max

District	Contract Duration	2017-18 min	2017-18 max	2018-19 min	2018-19 max	2019-20 min	2019-20 max	2020-21 min	2020-21 max	2021-22 Min	2021-22 Max	Notes
East Hartford	2020-24	14.04	18.84	14.46	19.41	14.61	19.60	14.68	19.70	14.97	20.19	6 steps; added 5% required ParaPro Assessment to max; no degree differentials
Windsor Locks	2020-23	15.13	18.81	15.42	19.19	15.58	19.38	15.89	19.77	16.21	20.17	3 steps; no degree differentials
Berlin	2018-21	16.65	18.62	19.09	19.47	19.56	19.95	20.05	20.45			3 steps, 10 years to max; no degree differentials
Windsor	2019-23	15.37	17.46	15.68	17.81	16.15	18.32	16.62	18.84	16.95	19.22	3 steps; rates are for paras hired > 7/1/03; no degree differentials
Vernon	2020-23	11.83	17.00	12.36	17.34	12.97	17.69	13.30	18.40	13.85	18.77	7 steps 2020-21; 6 steps 2021-22; 5 steps 2022-23; no degree differentials
East Granby	2019-22	12.34	16.44	12.34	16.44	12.59	16.69	13.59	17.69	14.04	18.14	9 steps; no degree differentials
New Milford	2019-21	13.80	15.25	14.21	15.70	14.63	16.16	15.06	16.64			min = probationary rate (75 days); max = job rate; no degree differentials
Average w/o Hartford		16.24	20.39	16.68	20.67	17.13	21.16	17.51	21.71	17.04	22.07	
Hartford % +/-		12%	33%									

Sources: collective bargaining agreements

MARB – Hartford Subcommittee Meeting

April 28, 2022

Additional Questions Regarding Proposed CBA with Paraprofessionals

Number of Positions: 388

Number of Vacancies: 26

Turnover Rates:

2018 12.6%

2019 12.1%

2020 15.5%

2021 11.6%

2022 12.6% (49 separations YTD)

Number of Insurance Waivers: 100

2021-22 Anthem Annual **Allocated** HDHP Premium Rates (including Dental)

	<u>EE</u>	<u>EE+1</u>	<u>Family</u>
	\$10,057	\$20,301	\$26,915
EE 10%	\$1,006	\$2,030	\$2,692
ER 90%	\$9,051	\$18,271	\$24,223

EE funded deductible 2022-23 \$500/\$1,000

EE funded deductible 2023-24 \$1,000/\$2,000

2021-22 Anthem Annual **Fully Underwritten** HDHP Premium Rates (including Dental)

	<u>EE</u>	<u>EE+1</u>	<u>Family</u>
	\$11,282	\$22,777	\$30,196
EE 10%	\$1,128	\$2,278	\$3,020
ER 20%	\$10,154	\$20,499	\$27,176

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE HARTFORD BOARD OF EDUCATION

AND

**THE HARTFORD FEDERATION OF PARAEDUCATORS
LOCAL 2221, AFT, AFL-CIO**

July 1, ~~2015-2018~~ – June 30, ~~2018~~2024

TABLE OF CONTENTS

ARTICLE I	RECOGNITION	1
ARTICLE II	BOARD PREROGATIVES	2
ARTICLE III	DURATION OF AGREEMENT	2
ARTICLE IV	SALARIES	3
ARTICLE V	FRINGE BENEFITS	3
ARTICLE VI	GRIEVANCE PROCEDURE	6
ARTICLE VII	FAIR PRACTICES	9
ARTICLE VIII	OPPORTUNITIES AND ASSIGNMENTS	10
ARTICLE IX	NOTICES AND ANNOUNCEMENTS	12
ARTICLE X	FEDERATION RIGHTS	13
ARTICLE XI	SENIORITY	15
ARTICLE XII	PERSONAL LEAVES OF ABSENCE	16
ARTICLE XIII	PERSONNEL FILE	19
ARTICLE XIV	LOSSES OR DAMAGES	20
ARTICLE XV	ADMINISTRATIVE MANUAL	20
ARTICLE XVI	WORK DAY AND WORK YEAR	20
ARTICLE XVII	PROFESSIONAL DEVELOPMENT	21
ARTICLE XVIII	SAVE HARMLESS CLAUSE	22
ARTICLE XIX	COVERAGE/MISCELLANEOUS	22
ARTICLE XX	JOINT COMMITTEE	24
ARTICLE XXI	ASSAULTS	24
ARTICLE XXII	PENSION	25
ARTICLE XXIII	SAVINGS CLAUSE	26

ARTICLE XXIV	JUST CAUSE	26
ARTICLE XXV	PART-TIME PARAEDUCATORS	26
ARTICLE XXVI	PROBATIONARY PERIOD	27
ARTICLE XXVII	PRIOR PRACTICES	27
ARTICLE XXVIII	NOTICE OF ARREST	27
ARTICLE XXIX	VACATION/HOLIDAYS (Full-year paraeducators)	27
ARTICLE XXX	WORKERS' COMPENSATION	29
ARTICLE XXXI	SCHOOL IMPROVEMENT BONUS	29
ARTICLE XXXII	ACADEMIC ASSISTANTS	29
APPENDIX A	SALARY SCALES	30
APPENDIX B	LONGEVITY	36
APPENDIX C	INSURANCE GROUP RATES ACCESS	36

The Table of Contents Will Be Updated In the Final Version

**AGREEMENT
BETWEEN THE HARTFORD BOARD OF EDUCATION
AND
HARTFORD FEDERATION OF PARAEducATORS
LOCAL #2221, AFT, AFL-CIO**

THIS AGREEMENT IS MADE AND ENTERED INTO by and between the Hartford Board of Education and the City of Hartford (hereinafter referred to as the "Board") and the Hartford Federation of Paraeducators (hereinafter referred to as the "Federation").

WHEREAS, Connecticut Public Law recognizes the procedure of collective bargaining as a peaceful, fair and orderly way of conducting relations between municipal employees and their employer; and

WHEREAS, the paraeducators employed by the Hartford School System selected as their sole representative the Federation, resulting in the Federation becoming exclusive bargaining representative for all paraeducators in the unit; and

WHEREAS, the Board and its designated representative have met with representatives of the Federation and have fully considered and discussed amongst them, salary schedules, working conditions, personnel policies and other conditions relative to employment, it is agreed as follows:

**ARTICLE I
RECOGNITION**

The Employer recognized the Federation as the exclusive bargaining representative for all employees, including part-time employees, in the position designated "paraeducators" for the purpose of negotiating with respect to salary schedules, fringe benefits and conditions relative to employment. A paraeducator is a non-certified person employed by the Employer whose assignments consists of and is limited to assisting a certified teacher. A major contribution of the paraeducator is to free the teacher from routine and non-professional activities, that there may be opportunity to provide better instruction and better learning situations for the children in the class or to allow the teacher to make contributions to other aspects of the educational program such as curriculum development by freeing him/her from such duties as proctoring study halls. For the purpose of this agreement, part-time paraeducators means employed on a non-seasonal basis for fewer than twenty hours per week.

ARTICLE II
BOARD PREROGATIVES

It is recognized that the Board has and will continue to retain, whether exercised or not, the sole and unquestioned right, responsibility and prerogative to direct the operation of the public schools in the City of Hartford in all its aspects, including but not limited to the following: to maintain public elementary and secondary schools and such other educational activities as in its judgment will best serve the interests of the City of Hartford; to give the children of Hartford as nearly as equal advantages as may be practicable; to decide the need for school facilities; to determine the care, maintenance and operation of buildings, lands, apparatus and other property used for school purposes; to determine the number, age and qualifications of the pupils to be admitted into each school; to employ, assign and transfer school employees; to suspend or dismiss school employees in the manner provided by statute or ordinance; to designate the schools which shall be attended by the various children within the city; to make such provisions as will enable each child of school age residing in the City to attend school for the period required by law and provide for the transportation of children wherever it is reasonable and desirable; to make rules for the arrangement, use and safekeeping of the school libraries and to approve the books selected therefore and to approve plans for school buildings; to prepare and submit budgets to the City Council and, in its sole discretion, expend monies appropriated by the City for the maintenance of the schools and to make transfers of funds within the appropriated budget as it shall deem desirable. These rights, responsibilities and prerogatives are not subject to delegation in whole inconsistent with or in violation of any of the specific terms and provisions of this Agreement. No action taken by the Board with respect to such rights, responsibilities and prerogatives, other than as there are specific provisions herein elsewhere contained, shall be subject to the grievance and arbitration provisions of this Agreement.

ARTICLE III
DURATION OF AGREEMENT

- A. Negotiation over successor Agreement.
1. This Agreement shall be in full force and effect from the date of its signing through the 30th day of June, ~~2018~~2024. The parties shall enter into negotiations for a successor agreement as provided by applicable state law.
 2. During negotiations, the Board and the Federation shall confer at reasonable times appropriately scheduled with regard for the budgetary calendar and exchange relevant data, points of view and proposals and counterproposals. The Board shall provide the Federation with materials and/or information necessary to discuss salaries, fringe benefits and working conditions. It is understood that the materials relate only to the Federation.
- B. Modifications or Amendments: This agreement may be amended by mutual agreement of the parties.

ARTICLE IV
SALARIES

- A. 1. See Appendix A
2. Part-time school year paraeducators shall be paid on an hourly basis as follows:
~~2015-2016 ————— \$11.85~~
~~2016-2018 ————— \$12.07~~
- Part-time school year paraeducators shall be paid minimum wage on an hourly basis.
- B. Bargaining unit members shall advance one increment, when increment is granted by this Agreement, upon said salary schedule for satisfactory service.
- There shall be no step movement during the life of the contract. There shall be step movement for those bargaining unit members not on top step retroactively on July 1, 2021 and on July 1, 2022. There shall be no other step movement during the life of the contract.
- C. Employee's longevity payment shall be earned on the employee's anniversary in recognition of their length of service and is to be computed as set forth in Schedule B, which is annexed hereto and hereby made a part hereof. Said payment will be made annually in one lump sum on or before June 30. Pro-rata longevity payments will be made to an employee in the event said employee terminates his or her services with the Employer. For purposes of longevity payments, the employees shall use the original date of hire of paraeducators who have worked without a break in service as paraeducators. Employees on paid sick leave shall be included under said longevity payment schedule.
- D. Summer School salaries for the regular workday shall be based on the hourly rate of the fifth step of the "60 Credits" paraeducator salary schedule. However, payment for summer work shall not include holidays.
- E. Bargaining unit members shall be paid on a bi-weekly schedule in equal installments. Bargaining unit members shall be paid on the 26 pay plan. Any member paid on the 22 pay plan as of July 1, 2008 shall be permitted to continue on such pay plan. The Board may require direct deposit and provision of electronic notification of pay at its discretion.
- F. Commencing the 2022-2023 school year, bargaining unit members in the I-Goal and Step Programs shall receive an annual stipend of \$500 in addition to their regular pay. Such stipend shall be pro-rated for employees who start in the position after the beginning of the school year or leave the position before the end of the school year.

ARTICLE V
FRINGE BENEFITS

1. PPO

Participating employees shall contribute the following percentages toward the annual premium or fully insured premium equivalent costs for individual or family coverage:

Effective October 19, 2016: 13%

All employees starting work in the Paraeducator bargaining unit on or after July 1, 2017, may only enroll in the HDHP with HSA and shall not have access to the PPO plan. If an employee is hired into the unit while already enrolled in the district PPO plan as an active employee within the district, he/she shall be permitted to remain in such plan. Any member who elects the High Deductible Health Plan with the HSA shall not thereafter return to the PPO.

Effective October 19, 2016, Board's Modified PPO for eligible members of HFP:

Office Visit Co-Payment:	\$30
Specialist Visit Co-Payment:	\$40
In-patient Co-Payment:	\$150
Out-patient Co-Payment:	\$100
Emergency Room Co-Payment:	\$100
Urgent Care Co-Payment:	\$25

Employees enrolled in the Board's PPO Plan are eligible for the Board's managed three-tier drug rider as follows:

- \$5 generic
- \$25 formulary brand
- \$40 non-formulary brand

Mail Order - 2X co-payments for a 90-day supply.

Effective July 1, 2022, the only insurance plan that will be offered is the High Deductible Health Plan with a Health Savings Account.

2. High Deductible Health Plan with a Health Savings Account ("HSA")

Members shall contribute the following percentages toward the annual premium or fully insured premium equivalent costs for individual or family coverage on the HDHP with HSA:

2017-2018	10%
<u>2018-2022</u>	<u>10.0%</u>
<u>2022-2023</u>	<u>10.5%</u>
<u>2023-2024</u>	<u>11.0%</u>

In-Network services shall be subject to a \$2,000 deductible for an individual plan and \$4,000 per family. The plan pays 100% in network services after the deductible, except for prescription drugs (Rx). Out-of-Network services shall be subject to a 20% coinsurance for an individual plan up to a yearly maximum of \$2,000 individual and \$4,000 per family. Out of network out of pocket maximum is \$4,000 per individual and \$8,000 per family (including the deductible)

Upon reaching the deductibles, there shall be a Rx co-payment applied as follows:

Generic: \$5

Brand (formulary): \$15

Brand (non-formulary): \$30

Up to an out of pocket maximum of \$1,000 per individual and \$2,000 per family

HSA Plan:

~~Effective July 1, 2017, the Board shall contribute fifty percent (50%) of the applicable HSA deductible amount. The parties acknowledge that the Board's fifty percent (50%) contribution toward the funding of the HSA plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HSA deductible for retirees or other individuals upon their separation from employment. The Board's contribution toward the HSA deductible will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2017 and the second during the week of January 1, 2018. The Board's contribution will be pro-rated for members hired after July 1st in any year or for members who leave prior to June 30th.~~

For the 2022-2023 school year, the Board shall contribute seventy-five percent (75%) of the applicable HDHP deductible amount for those members who were not enrolled in the HDHP for the 2021-2022 school year and are transitioning to the HDHP for the 2022-2023 school year ("transitioning members"). For the 2022-2023 school year for transitioning members, two-thirds of the Board's contribution toward the HDHP deductible will be deposited into the HSA account during the first week of July 2022, and one-third of the Board's contribution toward the HDHP deductible will be deposited into the HDHP during the first week of January 2023. For the 2022-2023 school year, the Board shall contribute fifty percent (50%) of the applicable HDHP deductible for all other members enrolled in the HDHP. The Board's contribution toward the HDHP deductible for non-transitioning members will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2022 and the second during the week of January 1, 2023. Effective July 1, 2023, the Board shall contribute fifty percent (50%) of the applicable HDHP deductible amount for all members enrolled in the HDHP. The parties acknowledge that the Board's contribution toward the funding of the HDHP plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HDHP deductible for retirees or other individuals upon their separation from employment. The Board's contribution toward the HDHP deductible will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2023 and the second during the week of January 1, 2024. The Board's contribution will be pro-rated for members hired after July 1st in any year or for members who leave prior to June 30th.

Any member who is enrolled in Medicare may not participate in the HSA and must participate in a health retirement account ("HRA").

3. Dental plan is subject to premium cost sharing specified for the ~~PPO~~ HDHP above.
4. Anthem Blue Cross Blue Shield Full Service Dental fully paid for the employee and the employee's enrolled dependents will also be provided with riders A, B, C, D, and E (DCR up to age 25) at no cost.

5. If the employee or the employee's dependents become ineligible for medical or dental coverage they can purchase the coverage at their own expense at the group rate plus the 2% administration fee in accordance with the Congressional Omnibus Budget Reconciliation Act (COBRA).
 6. A Long Term Disability policy will be made available to bargaining unit members at group rates.
- B. The Board further agrees to extend without cost, life insurance coverage (the amount thereof to be one and one-half times the individual's annual salary) to include such continuing paraeducators who are assigned on or before December 1 in any year for a paraeducator position. After retirement, the amount of said life insurance coverage might be converted in accordance with the policy.
1.
 - a. The Board reserves the right to study alternative insurance plans to the plans outlined in this section provided the following steps are followed:
 - The plan suggested as an alternative must contain at least a substantially equal benefit level as the present plan at no additional cost to the employee.
 - The Federation will have the opportunity to study the plan for a period of thirty (30) working days.
 - If at the end of the aforementioned thirty (30) working days there is disagreement between the parties on whether or not the plan offers substantially equal benefits, then the issue will be sent to a mutually selected arbitrator. If the parties are unable to agree on an arbitrator, the American Arbitration Association shall be requested to appoint an arbitrator in accordance with its rules and regulations. The decision of the arbitrator as to whether the proposed plan is substantially equal to the then current plan shall be binding on the parties.
 - ~~Proposed changes are limited to no more than one proposed change for each type of insurance during the term of the contract.~~
 - If the proposed plan is comparable and portable through the United States, the Board may substitute as soon as possible.
 - b. The Federation agrees that any portion of the health, dental or prescription drug plan may be self-insured or insured at the sole discretion of the Board. If the plan is self-insured, the plan shall still conform to the state benefit mandates as promulgated by the Connecticut legislature. If there is a claim dispute, if the State Department of Insurance agrees to accept jurisdiction, the parties agree to allow such jurisdiction to resolve the claim. If the State Department of Insurance refuses to accept jurisdiction, the parties may reach

mutual agreement about another body, entity or forum where the dispute may be heard.

2. The Board will reimburse paraeducators who are required, by the nature of their job, to make home visitations by their Project Director or Supervisor, at the IRS rate, when such use is necessary. This reimbursement shall apply to bargaining unit members who are assigned to work in two different schools.

C. Medical and Dental Insurance Waiver/Withdrawal from Health Care Coverage

Effective July 1, 2022, and each July 1 thereafter, bargaining unit members who are eligible for medical and dental insurance benefits through the Board may voluntarily elect, subject to Section 125 of the Internal Revenue Code, to waive their Board-provided medical and dental insurance coverage for a minimum of one (1) year, except as provided below. A bargaining unit member who opts not to accept medical and dental insurance through the Board's medical and dental insurance plans, in lieu thereof, shall be paid an annual amount of One Thousand Dollars (\$1,000.00) at the end of that fiscal year, provided the bargaining unit member timely notifies the Office of Talent Management before the close of the annual enrollment period. In order to be eligible for this annual payment, the bargaining unit member must provide evidence that the bargaining unit member and the his/her expected tax family are or will be enrolled in minimum essential health care coverage through another source (other than coverage in the individual market, whether or not obtained through the Exchange) (the "alternate coverage"). This waiver, including the evidence of alternate coverage, must be renewed each year during the annual open enrollment period. Payment for the waiver will be paid only upon the completion of the entire plan year, payable during the month of July of the subsequent year.

Any bargaining unit member who subsequently becomes ineligible under alternate medical insurance coverage during the one (1) year period shall be entitled to re-enroll under the Board's medical insurance provisions provided that the Office of Talent Management is notified by the bargaining unit member in writing. If the bargaining unit member re-enrolls in the Board's medical insurance plan before the expiration of the one (1) year period, he or she shall receive a pro-rated amount for any full month that he or she has not received medical insurance from the Board.

ARTICLE VI **GRIEVANCE PROCEDURE**

A. Definition

A grievance shall mean:

1. A complaint by an employee, a group of employees similarly situated or affected, or by the Federation that there has been an arbitrary, capricious or discriminatory policy application or practice, or
2. That rights conferred by specific language of the administrative regulations or the directive of the administration, whether contained in Board Policy and Administrative Manual or in the Administrative Regulations Handbook or this Agreement have been violated, or

3. That there has been a misinterpretation, misapplication or violation of the specific provisions of this Agreement.

Only the grievances as defined by #3 above shall be subject to arbitration.

B. Procedure

Adjustment of all grievances shall be sought in accordance with the following two-step procedure:

Step 1: A bargaining unit member must submit his/her grievance in writing within fifteen (15) workdays of the date when the events giving rise to the grievance occurred. Such submission shall be made to the immediate supervisor or appropriate involved Administrator for a satisfactory adjustment. The written grievance must indicate the specific nature of the grievance and the specific contract provision(s) alleged to be violated.

Such immediate supervisor may request a meeting with the employee prior to making his/her decision, but in any event must render his/her decision within five (5) workdays of the submission. The employee may be accompanied by a Federation representative if he/she so desires at any such meeting.

Nothing in this provision shall prohibit a bargaining unit member from informally discussing his/her problem with the involved supervisor.

However, the time limits for filing the initial grievance may only be waived or extended by written agreement between the ~~Chief Labor and Legal Officer~~ Senior Executive Director of Human Resources (or specified designee) and the Federation President (or designee).

Step 2: If no satisfactory settlement is reached, the grievance may be pursued by the bargaining unit member to the ~~Chief Labor and Legal Officer~~ Senior Executive Director of Human Resources by providing the ~~Chief Labor and Legal Officer~~ Senior Executive Director of Human Resources with a copy of such grievance and, requesting a meeting in writing, within five (5) workdays of the decision of the Supervisor or within (5) workdays of the time when the grievance was submitted. The ~~Chief Labor and Legal Officer~~ Senior Executive Director of Human Resources or his/her designee will schedule a meeting with the Grievant to attempt to resolve the issues related to the grievance within twenty (20) workdays following the bargaining unit member's filing of the grievance with the ~~Chief Labor and Legal Officer~~ Senior Executive Director of Human Resources. The ~~Chief Labor and Legal Officer~~ Senior Executive Director of Human Resources shall have ten (10) workdays after holding the meeting to issue a written decision. A copy of the decision shall be provided to both the Grievant, if a Grievant was present at the meeting, and the Federation.

For the purposes of this Article, after the last day of school and prior to the beginning of the next school year, the word "days" shall mean weekdays, excluding legal holidays, Saturdays, and Sundays.

C. Arbitration

1. The Federation shall have the reserved right to send to arbitration any grievance arising out of interpretation of this Agreement not settled satisfactorily at the ~~Chief Labor and Legal Officer~~Senior Executive Director of Human Resources level. The expenses of arbitration are to be borne equally by the parties hereto. If a postponement is necessary for one party, that party must pay the postponement fee. If the parties mutually agree to a postponement, they shall share equally the costs of any such fee. The American Arbitration Association shall be used as the arbitration agency.
2. The parties may expedite several grievances by submitting them to a single arbitrator by mutual agreement on a monthly basis. The number of witnesses will be kept at a minimum and, when possible, no witnesses will be used. Meetings will be scheduled with minimum disruption to the regular workday. Presentations will be streamlined and no briefs will be required.

Decisions may be rendered on the same date or within thirty (30) days from the hearing. Postponements will be granted only under extenuating circumstances. The party requesting the postponement must pay the postponement fee.

3. The arbitrator or arbitrators shall hear and decide only one grievance in each case. He/She shall be bound by and must comply with all of the terms of this Agreement. He/She shall have no power to add to, delete from, or modify in any way any of the provisions of this Agreement. The decision of the arbitrator shall be binding upon both parties and all employees during the life of this agreement, provided it is not contrary to law.
4. Notice of intention to submit to arbitration under subsection (1) above must be in writing addressed to the Superintendent of Schools with a copy sent to the ~~Chief Labor and Legal Officer~~Senior Executive Director of Human Resources, and submission to the American Arbitration Association must be made not later than ten (10) school days following the decision of the ~~Chief Labor and Legal Officer~~Senior Executive Director of Human Resources as referred to above or the expiration of the time limits for making such decision, whichever shall first occur. The provision(s) of the Agreement, which are involved, shall be identified in the submission.

D. General Provisions

1. Any grievance, as defined in (a) above, not presented for disposition through the grievance procedure described under (b) as above within fifteen (15) school days of the occurrence of the conditions giving rise thereto, shall not thereafter be considered a grievance under this Agreement. Failure at any step of this procedure to communicate a decision with the specified time limits shall permit the aggrieved to proceed immediately to the next step. Failure at any step to appeal within the specified time limits shall be considered acceptance by the aggrieved of the decision rendered, and such decision shall thereafter be binding upon the aggrieved and the Federation. The time limits specified at any step may be extended in any particular instance by agreement between the Labor Relations Manager and the Federation.
2. No employee may file for arbitration as an individual, but only the Federation may file an appeal to arbitration hereunder.

3. Grievances which may arise over the implementation of Board policy based on the application or interpretations of administrative regulations or the directive of the administration, whether contained in the Board Policies, Regulations or Employee Handbook, shall follow the grievance procedure of this Agreement up through the decision by the ~~Chief Labor and Legal Officer~~Senior Executive Director of Human Resources or his/her designee. No employee may appeal to the ~~Chief Labor and Legal Officer~~Senior Executive Director of Human Resources under this procedure except with the approval and participation of the Federation.
4. Meetings held under this procedure shall be conducted at a time and place, which will afford a fair and reasonable opportunity to attend for all persons proper to be present. Such meetings shall be scheduled to avoid interference with providing services to students. When such meetings are held during the school hours, all persons who participate shall be excused without loss of pay for that purpose. Persons proper to be present for the purposes of this section are defined as an aggrieved employee or employees, their appropriate Federation representatives and qualified witnesses.
5. The Federation will be notified, in advance, of the time and location of grievance conferences held at the ~~Chief Labor and Legal Officer~~Senior Executive Director of Human Resources step.
6. The Federation shall have the right to initiate a grievance or appeal from the disposition of a grievance of any employee or group of employees at any step of this procedure.
7.
 - a. The Board shall permit the President of the Federation or his/her designee, with the permission of the principal or, in his/her absence, the person in charge of the school, to visit the schools for any purpose relating to the terms and conditions of this Agreement.
 - b. Permission to visit school shall not be unduly withheld. If conferences with bargaining unit members are necessary, they shall be scheduled so as not to interfere with the duties and responsibilities of the paraeducator.
8. Any paraeducator who is summoned to the Board of Education or to the school office by an administrator shall be given such reasonable notice as the situation permits and shall be informed of the matter in regards to which his/her presence is required.
9. If the employee reasonably believes that the meeting will result in disciplinary action, he/she shall be accompanied by a representative of the union if he/she desires.

ARTICLE VII **FAIR PRACTICES**

- A. The Board agrees to continue its policy of not discriminating against any member of the bargaining unit on the basis of race, creed, color, national origin, age, sex, disability, sexual

orientation, gender identity or expression or marital status or membership or participation in, or association with, the activities of any organization.

- B. The Federation agrees, in accordance with its constitution, to continue to admit persons to membership without discrimination on the basis of race, creed, color, national origin, age, sex, disability, sexual orientation, gender identity or expression, or marital status, and to represent equally all members of the bargaining unit.
- C. The provisions of this article are included in the agreement for informational purposes only, and shall only be subject to Board's internal complaint procedure as outlined in Board Policy number R-4118.3(a).

ARTICLE VIII **OPPORTUNITIES AND ASSIGNMENTS**

The bargaining unit shall be divided into four classifications: A. Instructional Paraeducators; B. Academic Assistants; C. Caregivers; and D. CNAs. If the position is not specifically identified as a Caregiver, Academic Assistant, or CNA position, it shall be considered within the Instructional Paraeducator classification.

Members of the unit will have absolutely no rights to positions outside of their classification. That is, Instructional Paraeducators will have rights only to Instructional Paraeducator positions; Caregivers will have rights only to Caregiver positions; Academic Assistants shall have rights only to Academic Assistant positions; and CNAs will have rights only to CNA positions. For example, there shall be no recourse to the grievance procedure if a member who belongs to one classification applies, but is not selected, for a position in another classification.

However, nothing herein shall prevent a member from applying for a position in another classification.

To the extent that any provision of Article VIII is contrary when read with the classification structure, the provision of Article VIII shall not apply to that situation.

- A. The principal criterion for consideration of a request for change in assignment, for implementing involuntary transfers, or for filling vacancies and new positions generally, is whether the assignment will result in the best educational program for Hartford Public School children.

In determining who shall be selected from among the qualified applicants for a voluntary transfer, the Superintendent or his/her designee shall also consider the following factors:

1. Job performance
2. Attendance/punctuality
3. Disciplinary record
4. Prior relevant experience

5. Professional improvement (e.g. college course work, training, CEUs, etc.)
 6. Qualifications of the position
 7. Length of service as a paraeducator in the Hartford Public Schools
 8. Special needs of the student(s), which shall be disclosed to applicants upon request
 9. Previous assignment to the school site, where the applicant was previously involuntarily transferred from the site, if the applicant indicates that he/she was involuntarily transferred from the school site on the application for the voluntary transfer
- B. Members may submit requests for transfers, on a “Request for Transfer” card, to the Human Resources staff member responsible for the unit. Requests for transfer for a given school year must be received by the Human Resources administrator by August 1st of that school year. (e.g. to submit a request for 2006-2007, the card must be received by August 1, 2006). Any card received after August 1st shall be considered for the subsequent school year. Such requests will generally be considered as vacancies arise, using the language in A, above. Where vacancies are not filled through the requests for transfer, the positions shall be posted for at least five (5) days. Generally, after requests for transfers are considered using the language in A above, special education vacancies will be posted only once per year. Any member who does not accept a transfer shall be ineligible to request a change in position for a period of one year. A copy of the posting shall be emailed to the school administration and the President of the Union.
- C. Vacancies shall be filled within sixty (60) calendar days provided there is at least one (1) qualified applicant and funding is available.
- D. Only regular employees, who have been employed for at least two (2) years in the same position, may request a change in assignment (whether by transfer, through a vacancy, or other). After a change in assignment has been granted, an employee will not be eligible to initiate an application for another change in assignment for two (2) years.
- E. The Federation will be notified on a monthly basis of any changes in assignments or new employees.
- F. In the event involuntary transfers are necessary, paraeducators shall be transferred in reverse order of seniority, within classification. The Administration may deviate for a specific job qualification. The Administration may also deviate where a paraeducator has expressed a desire to transfer and such paraeducator is qualified for the position.
- G. Involuntary transfers shall not be made without prior consultation with the employee concerned, at which time the employee shall receive written notice of a transfer. Where possible, said notice shall be sent at least two weeks prior to the effective transfer date.
- H. Where a bargaining unit member’s position is eliminated, a bargaining unit member’s preferences among available vacancies, within her/his classification, shall be considered.
- I. No school year paraeducator shall be involuntarily transferred to a full-year paraeducator position if there is a school year position available for which the paraeducator is qualified.

No full-year paraeducator shall be involuntarily transferred to a school year paraeducator position if there is a full-year position available for which the paraeducator is qualified. No full-time paraeducator shall be involuntarily transferred to a part-time paraeducator position if there is a full-time position available for which the paraeducator is qualified. No member shall be involuntarily transferred to a position outside of her/his classification.

J. Once an involuntary transfer has occurred, the Board will make every effort to provide appropriate training to the paraeducator. Subparagraph VIII, J. shall not be subject to the grievance procedure.

K. Board Created Opportunities

1. It is recognized that during the course of a year, there may be opportunities for paraeducators, which arise in the system, for example: Summer School and other Federal Programs. Such opportunities shall be posted setting forth the qualifications, schedules and rates of pay and the procedures for application.

Paraeducators will have ten (10) working days to apply for openings except where by mutual agreement it may be necessary to post for less than this period of time. The Federation will be notified in writing of the names of the paraeducators chosen for the respective positions and the name of applicants. The time for filing a grievance will be within ten working days working days from the time the notification is sent to the Federation.

Where all qualifications are equal, seniority shall govern. However, if a student has a one-to-one paraeducator or caregiver during the school year and such student continues in summer school and requires the services of an aide, preference shall be given to the one-to-one paraeducator or caregiver assigned to such student; in such an instance, seniority shall not be relevant.

2. All postings for summer school will be made as soon as they occur. The Federation will be furnished a copy of the postings and job qualifications.

L. No paraeducator will be assigned as his/her job the work of any other kind of employee except in emergency circumstances.

M. Paraeducators will perform morning yard duty as part of their regular duties on a rotating basis.

N. **Cafeteria Duty** - Instructional Paraeducators are not required to perform cafeteria duty. Cafeteria duty shall be defined as responsibility for behavior of all students in the cafeteria for lunch during the relevant period. A Special Education Instructional Paraeducator may be required to monitor his/her specifically assigned student(s) during the student(s)' lunch period.

ARTICLE IX
NOTICES AND ANNOUNCEMENTS

All official communications from the Superintendent which are intended for the information of the employees may be posted on school bulletin boards so as to be available to employees as soon as possible upon receipt in the schools.

- A. Notices and Announcements. A copy shall be sent to the Federation office of any notice, directive, or bulletin, relating to paraeducators generally or to any substantial group of paraeducators. Such copy may be sent via email.
- B. The Board shall regularly copy, electronically or otherwise, the Union president on hire letters and termination letters.

ARTICLE X

FEDERATION RIGHTS

- A. The Board agrees to deduct via payroll dues for all members of the bargaining unit, who authorize such payments in writing unless an individual member gives notice to the Director of Human Resources, in writing, that he or she wishes to have deducted the service fee only. Effective with the employee's date of hire date of the Union's notification to the Office of Talent Management of the employee's written authorization, the proper deduction will be made each month from the employee's salary and forwarded to the Union monthly. Upon the payment thereof to the Federation the Board shall be held free and harmless from any liability in handling such Federation dues and may require a release from the Federation. Employees on leave of absence must make suitable arrangements in advance of such leave to pay the Union dues directly to the Union.
- B. ~~Effective July 1, 1980 all employees shall, as a condition of continued employment, join the Union or pay to the Union a representation fee not greater than the amount of dues uniformly required of members of the exclusive bargaining representative organization, set by the Union in accordance with law.~~
 - 1. ~~The Board shall deduct the amount certified by the Union as the annual dues or representation fee from any pay of each employee in equal semi-monthly installments. All such deductions shall be remitted to the Union by the fifteenth (15th) day of the month for which the deduction is made. Employees on leaves of absence must make suitable arrangements in advance of such leave to pay the representation fee for Union dues directly to the Union.~~

~~Payments for new employees shall commence within thirty days following the effective date of employment.~~

The Union shall hold the Board and City harmless against any and all claims, demands, liabilities, lawsuits, counsel fees or other costs, which may arise out of, or be by reason of, actions taken against the Board as a result of administration of the provisions of this section.

- 2. The Board agrees to deduct from the pay of all employees, who authorize such deductions from their wages, such amounts as each employee wishes to contribute to C.O.P.E.

It is understood that such deductions are voluntary and are not required as a condition of employment.

- C. Paraeducators (not more than one at a time) who are elected or appointed to a full-time position with the Federation (state or national) will, upon proper application, be granted a two-year leave of absence without pay or benefits for the purpose of accepting the position. Such leave may be extended for one additional two-year period upon proper application prior to June 1 of the second year. A paraeducator granted such leave of absence shall not accrue additional sick days, seniority, or other benefits during such leave, nor shall he/she advance in grid placement. Immediately following the leave, the bargaining unit member shall be permitted to return to service in the assignment, which he/she left if the position is available, otherwise in an equivalent position, if available. If a bargaining unit member returns immediately following the leave, he/she shall retain all previously accrued sick time and benefits. No credit or benefit shall be given for time spent on leave for purposes of grid placement or otherwise except that the bargaining unit member shall advance a single increment, if not at maximum, if the collective bargaining agreement provided for step movement for all bargaining unit members in each year that the bargaining unit member was on Federation Leave.
- D. One bulletin board shall be reserved at an accessible place in each Hartford school for the exclusive use of the Federation for the posting of official Federation notices or announcements.
- E. The Federation may call meetings in each school outside of scheduled work hours.
- F. The Board agrees to furnish a copy of this Agreement to each employee within two months of its signing, and to every new employee upon the starting date of employment. The cost of reproducing the Agreement shall be equally borne between the Board and the Federation.
- G. There shall be made available to the Federation upon its request any and all information, statistics and records including the Board policies and amendments the Federation may deem be relevant or necessary for the proper enforcement and implementation of the terms of this Agreement, to the extent to which such material is readily available, reasonable, obtainable and allowed under the Freedom of Information Act. Records of paraeducators other than those involved shall not be available without the approval of the individual paraeducator.
- H. Whenever members of the bargaining unit are scheduled by the parties to participate during school hours in conferences or meetings, they shall suffer no loss in pay.
- I. A copy of the public agenda of the regular Board meetings shall be available to the official Federation representative to the Board twenty-four (24) hours prior to the meetings. This representative shall be advised as soon as possible of all special meetings.
- J. Federation members will be granted leave without loss of pay to attend special leadership training opportunities and for special Federation business upon request of the President of the Federation with the approval of the Superintendent; such requests shall not be unreasonably denied.

- K. It is recognized that the Federation shall have the opportunity to make constructive recommendations toward the operation of the school system through meetings with the Superintendent or his/her designee or ad hoc committees jointly established.
1. The Superintendent and/or his/her designee and the Union President and/or his/her designee shall meet as needed to discuss matters of general concern to either party.
 2. Newly hired paraeducators shall be provided a copy of their appropriate job description by the Human Resources Department.
 3. The Federation and principals shall have access to all paraeducator job descriptions through the Human Resources Department.
- L. School mailboxes shall be available for the distribution of communications by the authorized officials of any paraeducator's organization. A courtesy copy shall be placed in the principal's mailbox.

ARTICLE XI **SENIORITY**

- A. Seniority shall be defined as an employee's length of continuous service within the bargaining unit commencing with his/her most recent date of hire.
- B. Seniority shall continue to accrue during all authorized leaves of absence with pay and during sick leave. Seniority shall freeze during all leaves of absence over thirty (30) days that are authorized without pay or are unauthorized, in accordance with law.
- C. In a case of a tie, a member who is a Hartford resident as reflected in the official payroll system for the district shall be viewed as more senior. Where more than one member is, or is not, a resident of Hartford, seniority shall be determined by the last four (4) digits of the employee's social security number. The higher number shall have more seniority.
- D. Layoffs shall take place as follows within category (part-time or full-time) within classification (A. Instructional Paraeducator, B. Academic Assistant, C. Caregiver, or D. CNA):

Full-time bargaining unit members shall be laid-off in the reverse order of their seniority. The Board may deviate from seniority for need of specific job qualification(s).

Part-time bargaining unit members shall be laid-off in the reverse order of their seniority. The Board may deviate from seniority for need of specific job qualification(s).

(For example, if full-time instructional paraeducators were laid off, such layoff would only impact the least senior full-time instructional paraeducators (except when deviation from seniority occurs due to a specific job qualification(s)); such a layoff would not impact any

part-time member or member of another classification (Caregiver, Academic Assistant, or CNA)).

- E. In the event of a lay-off, paraeducators to be laid-off will be notified as soon as possible. The Office of Talent Management or his/her designee shall issue a letter to the paraeducator and shall copy the Federation president.
- F. Employees laid-off shall be placed on preferential recall list for one year after the date of lay-off. They shall be recalled to available positions on the basis of seniority and qualifications. If an employee is recalled from the list and does not accept said position he/she shall be removed from the list. Employees recalled from layoff do so without loss of any accrued seniority rights and/or benefits. Recalls to positions shall only be within the classification the member was in when she/he left the district. Thus, for example, a Caregiver can only be recalled to a Caregiver position.

ARTICLE XII

PERSONAL LEAVES OF ABSENCE

To the extent permitted by law, members who belong to the Academic Assistant, Instructional Paraeducator, Caregiver or CNA classifications who are approved for a Board authorized unpaid leave will be placed in their original or an equivalent position upon their return unless there is no vacancy within the classification upon the accepted date of return. In that case, the member shall be placed on the recall list for her/his classification for a period of one year from her/his accepted date of return.

A. Personal Leave

Employees shall be permitted absences, without loss of pay and with deduction from sick leave accumulation up to a total of not more than five (5) days in any school year for any or all of the five reasons listed below. Part-time employees shall be permitted absences, without loss of pay and with deduction from sick leave accumulation up to a total of not more than two (2) days in any school years, for any or all of the first four reasons listed below.

1. In the event of serious illness or death of wife, husband, father, mother, son, daughter, grandfather, grandmother, grandchild, father-in-law, mother-in-law, sister, brother, sister-in-law, brother-in-law, uncle, aunt, or child related by blood, marriage, or member of his/her immediate household not to exceed three (3) days in any school year.
2. Holy days not to exceed three (3) days in any school year.
3. Quarantine.
4. Absence for ~~husband-spouse~~ for birth of child to ~~wife-spouse~~ not to exceed two (2) days in any school year. Absence for parent for adoption of child not to exceed two (2) days in any contract year.
5. Temporary absence for personal reason limited to situations not under the control of the employee, which make such absence from service necessary. The appropriate

supervisor must give prior approval. Such approval shall not be unreasonably withheld.

An employee must make the necessary arrangements before taking leave and ~~must file the Personal Leave Request Form~~ report the absence in the automated absences management system prior to taking leave. An employee, who has taken personal days on an emergency basis, must, upon the date of his/her return from the day(s) of absence, and in no case later than the day following his/her return from leave, ~~file the Personal Leave Request Form~~ report the absence in the automated absences management system. Failure to ~~file the Personal Leave Request Form~~ report the absence in the automated absences management system will render the leave unauthorized and will mean loss of pay for that/those day(s).

B. Sick Leave

All ten (10) month full-time bargaining unit members shall be entitled to twenty (20) days of sick leave per year, which shall be earned at the rate of two (2) sick days per month for ten months, five of which may be used as personal days. All twelve (12) month full-time bargaining unit members shall be entitled to twenty-four (24) days of sick leave per year, which shall be earned at the rate of two (2) sick days per month for twelve months, five of which may be used as personal days. All twelve (12) month part time paraeducators will receive twelve (12) sick days per year, accrued at one (1) per month. Personal days are defined in Article XII.A above. Sick days for all full-time bargaining unit members shall accrue at the end of the month, pro-rated to one and one-half days per month for those working less than a full work year.

Bargaining unit members hired prior to May 7, 2002 shall accumulate unused sick leave from year to year up to two hundred (200) days.

Bargaining unit members hired on or after May 7, 2002 shall accumulate unused sick leave from year to year up to one hundred seventy-five (175) days.

The Parties understand and agree that part sick time shall not accrue for any member hired into the bargaining unit on or after July 1, 2008.

1. Severance

Bargaining unit members hired prior to May 7, 2002 will be eligible to receive severance pay on retirement or death for unused sick leave days that they accumulate but do not use. The formula shall be as follows:

The employee shall receive one (1) day's pay at his/her current per diem rate for each unused accumulated sick leave day to a maximum of fifty (50) days or fifty percent (50%) of the total unused accumulated days, whichever is greater.

Employees retiring between December and June must give ninety (90) days notice in order to receive their severance payment at the time of his/her retirement. Except in the case of death or sudden incapacity, which forces the employee to retire, failure to provide this notification will result in a delay in the processing of the severance payment.

C. Extension of Sick Leave
Nothing herein shall prohibit a member with at least 5 years of service under regular appointment from requesting of the Superintendent an extension of sick leave once his/her accrued sick leave has been exhausted, on either a paid or unpaid basis. Approval/denial shall be in the sole discretion of the Superintendent.

D. Leave Without Pay Other Than Child-Bearing Disability or Child-Rearing Leave
Leave of absence without pay shall be granted upon application to paraeducators in cases of extreme personal hardship such as serious illness of a spouse, parent, or legal dependent. Such leave shall be limited to one (1) year.

E. Child-Bearing Disability Leave:
Paraeducators who become pregnant may be placed on short-term leave status for child-bearing leave purposes under this paragraph unless they elect a long-term child-rearing leave.

Leaves of absence for child-bearing shall be with pay to the extent of unused sick leave days, but normally not more than six (6) weeks before and six (6) weeks after delivery. A paraeducator on childbearing leave must give at least four (4) months notice in writing to the Superintendent's designee prior to the expected date of delivery. If such notice is provided, and the paraeducator returns within eight (8) weeks of her delivery date, she will be assigned to her former position upon return or equivalent position if her former position has been eliminated. If a paraeducator on childbearing leave returns to work more than eight (8) weeks after the delivery date, she may be assigned to her former position or an equivalent position at the discretion of the Superintendent.

Child-Rearing Leave:

A paraeducator completing his/her probationary period who is expecting a child or whose spouse is expecting a child, or who has firm plans to adopt a child in the immediate future, upon request, shall be granted a long-term leave for child-rearing purposes. Such leave shall begin either at the start of or at the mid-point of the school year, and shall end either one-half or one (1) full school year later. The request for such leave must be made at least thirty (30) days prior to its commencement, and must specify whether the request is for leave of (.5) one-half or one (1) full year.

Upon return, a paraeducator shall be assigned to his/her former position or an equivalent position at the discretion of the Administration. Leaves of absence for child rearing shall be without pay, unless otherwise ordered by an applicable final decision of a Court of competent jurisdiction.

F. Jury Duty
An employee shall be entitled to full pay at current base rate for absence due to jury duty provided that reimbursement for same and regular pay together does not exceed the employee's regular wage. The employee shall give adequate notice to jury call so that an appeal to be excused from jury duty can be made on his/her behalf.

G. Military Leave

Employees shall be granted leave without pay for military service for the duration of such service. Any such employee upon his/her return from military leave shall receive full credit toward seniority, longevity, annual salary increments, fringe benefits and other privileges contained herein, as though he/she was in regular service.

- H. Employees returning from a Board authorized leave will be placed in their original or equivalent position.
- I. Bargaining unit members may be granted an unpaid leave of absence for the purpose of furthering his/her education. Such leave shall begin at either the start or the mid point of the school year and shall be for one half or a whole school year. Requests may be made within sixty (60) days of the commencement of the leave.

To be eligible an employee must have at least two (2) years of satisfactory service. Employees returning from the leave will be offered a comparable position for which he/she is qualified.

Willful violation of the stated purposes for the leave may subject the employee to disciplinary action. The number of leaves granted will be at the Board's discretion.

- J. ~~The Administration reserves the right, in its sole discretion, to reassign any member to an equivalent position, if the member is on a leave of any kind for thirty consecutive school days. This provision shall supersede any other provision contained in this Agreement except for Paragraph E (child-bearing disability leave).~~ Effective June 30, 2007, the Administration reserves the right, in its sole discretion, to reassign any member to an equivalent position, if the member is on a leave of any kind for twenty-five consecutive school days. This provision shall supersede any other provision contained in this Agreement except for Paragraph E (child-bearing disability leave).

ARTICLE XIII **PERSONNEL FILE**

- A. Limitations on File.
Official files shall be maintained in Human Resources/Central Office so that bargaining unit members have a right of access and review of their files. No anonymous letters or materials shall be placed in a bargaining unit member's personnel file. Bargaining unit members shall be notified when material is placed in their file.
- B. Right to Review File.
The bargaining unit member shall, upon request, be given the opportunity to review the contents of his/her file.
- C. Right to Reply.
The bargaining unit member has the right to reply to any document with a formal letter addressed to the Superintendent of Schools. This letter will be placed in the file.
- D. Right to Copy Material.
Each bargaining unit member shall receive, upon request, a copy supervisory records and reports of competence, personal character and efficiency, maintained in his/her personnel

file with reference to evaluation of his/her performance. The cost of facsimile copies shall be borne by the Board. The cost of facsimile copies of materials [other than those cited above (e.g. transcripts, recommendations other than employment recommendations, commendatory letters from outside, etc.) shall be borne by the bargaining unit member.

- E. If a paraeducator is evaluated, the formal evaluation report will be signed by the paraeducator and evaluator and placed in the member's official personnel file. It is understood that the paraeducator's signature does not indicate agreement with the evaluation. Further, the paraeducator shall be entitled to provide a rebuttal to the evaluation either on the document itself or with an attached document. The Parties agree that the evaluation shall generally not be subject to the grievance procedure. However, if a member receives a less than satisfactory year end evaluation, such evaluation may be pursued through the grievance procedure but shall not be subject to arbitration.

ARTICLE XIV
LOSSES OR DAMAGES

The Board of Education will allocate \$2,000 for the purpose of reimbursing employees in the bargaining unit for damage or loss of personal property, excluding cash, not covered by the employee's insurance, such damage or loss to have taken place during the employee's working hours. All reimbursements will be held until the end of the fiscal year, at which time reimbursement in full or in part to the extent of the \$2,000 will be made. Such payment will not duplicate any amount paid by the employee's insurance.

ARTICLE XV
ADMINISTRATIVE MANUAL

- A. It is understood and agreed that the provisions of the Board Policies, Regulations, and/or Employee Handbook shall be binding on the parties hereto, except to the extent that any specific provisions thereof may be superseded by a specific provision or provisions of this Agreement, in which event this Agreement shall control.
- B. The Board, may during the life of this Agreement, continue to make unilateral amendments, additions, subtractions, or modifications to the Board Policies, Regulations, and/or Employee Handbook provided, however, that no such amendment, additions, subtractions and modifications shall override or effectively contradict any specific provisions of this Agreement.

ARTICLE XVI
WORK DAY AND WORK YEAR

- A. The work year for school year paraeducators shall be the student school year plus two (2) additional days to be used as in-service days or 184 days, whichever is greater. Any increase over 184 days shall be subject to the provisions below.
- B. The work year for full-year paraeducators shall be 52 weeks, excluding applicable holidays and vacation days.

- C. Effective July 1, 2013, the workday for full-time paraeducators shall be seven and a half hours, including a half hour duty free lunch. The workday for full-time pre-k paraeducators shall be seven and a half hours, including a half hour duty free lunch and shall occur between the hours of 7:00 a.m. and 5:30 p.m. The work day may be extended with at least two weeks prior notice for professional development or other occasional purpose (e.g. field trips) as long as any member mandated to work over his/her scheduled hours for the day is compensated on a pro-rata basis. After work hour duties which shall not constitute an occasional purpose under this paragraph are detention duty, staff meetings, or staying for late arrival of student transportation/pick up at the end of the day; the previous list is not intended to be comprehensive.
- D. The workday for part-time school-year paraeducators shall be defined by the PPT of the student to whom the paraeducator is assigned or by the specific needs of the student.
- E. The workday for part-time pre-k paraeducators shall be three hours and forty-five minutes ~~hours~~ per day, unless it is adjusted by the Board. If such adjustment is made, the member's compensation shall also be adjusted on a pro-rata basis.
- F. The parties further recognize the Board's unilateral right to establish the school day and school year in the best interests of the school system. Should the Board increase the school day or the school year, all paraeducator salaries shall be adjusted on a pro-rata basis.
- G. The Superintendent or his/her designee may in his/her sole discretion set a different day or year for a school, location, program, or individual (as determined by his/her assignment), as long as the impacted member's compensation is adjusted on a pro-rata basis. Notice of said longer day or year shall be as soon as possible but in no case less than thirty (30) days prior to the change in schedule. Any bargaining unit member who works more than forty (40) hours in a week shall be compensated at time and a half for hours in excess of forty (40) in conformity with applicable law. The member shall be paid a differential for the longer hours while such longer hours are in effect. Such payments shall continue during paid leaves of absence.

Hours of work shall be consecutive, except for the pre-k program or any magnet school or program where such is necessary, or except by mutual agreement between the Board, the bargaining unit member, and the Federation. If the bargaining unit member desires a special arrangement, such an arrangement may be implemented if the bargaining unit member and the Federation first obtain approval from the Board.

ARTICLE XVII
PROFESSIONAL DEVELOPMENT

- A. Effective July 1, 2006, Paraeducators will receive credit toward the salary schedule for up to 24 credits per year (July 1 through June 30). The credits must be taken at an accredited college or graduate school. Effective July 1, 2006, members will be required to have newly attained college or graduate school credits, since the date of the last upgrade, to be upgraded to a higher salary placement.

- B. Paraeducators who have completed one year of satisfactory service in the Hartford Public Schools and have successfully completed the semester course shall be eligible for tuition reimbursement of up to ~~\$300~~675 per credit, up to a maximum of six (6) credits per year each reimbursable year, summer through spring semester. Members must submit any course for reimbursement within three months of receipt of the final grade, or the claim for reimbursement shall be waived. For purposes of this Article, successful completion means, at a minimum, receipt of a C or pass for the completed course work.

Those members who provide evidence that they are working towards an Associate's degree, Bachelor's degree, or Master's degree, shall be permitted up to a maximum of twelve (12) credits per reimbursable year toward that degree, summer through spring semester, under the rules set forth above. This extension shall cease on June 30, 2012. Thereafter, the maximum shall revert to six credits per reimbursable year.

- C. Any resulting upgrade of salary shall occur once annually, on July 1 of each year. Effective July 1, 2006, the salary lanes called B, BB, C, and CC shall be removed for all members who are not paid on such salary lane on said date. Members employed as of April 7, 2006, and who are on lane B or BB on that date, may upgrade to C or CC lanes until July 1, 2009. Thereafter, those who are grandfathered on the pay lane (B, BB, C, or CC) may remain on said lane but no member may be newly placed on such lane.
- D. The Union agrees that the Board may offer to members full tuition reimbursement for courses as part of an overall promise and plan to attain teacher certification and to work as a teacher in the Hartford Public Schools. Such agreement shall be based on a selection process, as described by a Memorandum of Understanding, and is subject to available funding. This provision shall not be subject to the grievance procedure.

ARTICLE XVIII **SAVE HARMLESS CLAUSE**

The provisions of this Article shall not be subject to arbitration under the grievance procedure.

If the law is revised during the term of this Agreement, the new law will apply and supercede the language provided below.

The Board shall protect and save harmless any bargaining unit employee from financial loss and expense, including legal fees and costs, if any, arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to or death to any person, or in accidental damage to or destruction of property, within or without the school building, or any other acts, including but not limited to infringement of any person's civil rights, resulting in any injury, which acts are not wanton, reckless or malicious, provided such bargaining unit employee, at the time of the occurrence, was acting in the discharge of his/her duties or within the scope of employment or under the direction of the Board. (Conn. Gen. Stat. Section 10-235).

ARTICLE XIX **COVERAGE/MISCELLANEOUS**

- A. When an employee is certified as a teacher substitute and covers an absent teacher's class, he/she shall receive his/her regular salary plus a stipend for each full day of such assignment. The \$~~60.00~~80.00 stipend will be effective upon ratification of this agreement.
1. When a teacher is absent for one-half (1/2) day or more, and a substitute teacher is not available, a single paraeducator will be assigned to substitute teach on a rotating basis. Said paraeducator must be certified as a teacher substitute. Paraeducators who wish to substitute for teachers shall fill out the required State Department of Education certification paperwork on an annual and voluntary basis. Paraeducators so certified must substitute as needed. The Board will make every effort to not require paraeducators to substitute for more than one class at a time.
 2. When such employee covers the class for an absent special art, music or physical education teacher, he/she shall receive his/her regular salary plus \$~~10.00~~15.00 per class period covered.
 3. The \$~~60.00~~80.00 stipend will also be paid to unit members who substitute for nurses.
- B. Paraeducators may be assigned to cover classrooms for teachers who are attending PPT's and other activities provided that for other than their own classroom, such coverage, except in emergency situations, shall be no more than one sixty minute period per week.
- C. With input from the Federation, the superintendent shall develop a staff development plan for paraeducators.
- D. School-wide Floaters
Where "floater" positions are filled, the principal of the school, or her/his designee shall assign the duties of these positions. These positions shall be filled by the Principal at the beginning of the school year and will be posted and filled through the normal posting process. Positions that are not filled through the normal posting process shall be filled through involuntary transfers.
- E. Instructional Paraeducator and/or Caregivers hired because of the special needs of a specific student shall move with said student from one classroom or school to another.

A paraeducator hired to work with such student shall not be required to continue with said student if:

- (a) There is a change in the physical or emotional condition of the paraeducator as documented by a physician or a change in the physical or emotional condition of the student to the extent that the nature of services required to be provided to the student renders the paraeducator unable to perform the essential function of the position. The paraeducator may use her own doctor to document the change in condition; however, the Board reserves the right to ask for a second opinion at its own expense.

- (b) The paraeducator was assigned to said position by virtue of a transfer prompted by decreased enrollment, a reduction in force, or because a position became identified as a bilingual position.

In the case of (b) above, and when at the time of the transfer the paraeducator had no other choice but to take the one-to-one special needs position, the paraeducator will be eligible to bid on available postings after he/she has held the new position for at least six weeks. If the paraeducator is the successful bidder, he/she will be placed in the new position once his/her current position is filled, but in no case later than ten weeks after he/she was awarded the new position.

F. This paragraph, and any documents incorporated by reference by this paragraph, shall not be subject to arbitration under the grievance procedure.

- 1. The side letter of agreement shall be attached to the contract regarding the Federation's Health and Safety Proposal.
- 2. The Board will provide special education paraeducators with a copy of their assigned building's Fire Drill procedure, upon individual request to School Administration.

G. Any reference in this Agreement to "day" shall also include the equivalent in hours. If a bargaining unit member's work day changes, the hours worked will be treated retroactively as full days.

ARTICLE XX
JOINT COMMITTEE

This provision shall not apply to any member who holds or has held a Caregiver position.

- A.
 - 1. All employees who were not changing diapers as of November 30, 1989 may not be required to do so unless:
 - (a) They transfer voluntarily to a position requiring diaper changing and they are informed of this fact.
 - (b) They are hired, or re-hired, in a position requiring diaper changing and they are informed of the fact.
 - 2. Employees who were in position requiring the changing of diapers prior to November 30, 1989 can be required to continue to do so.
 - 3. If employees who were not changing diapers as of November 30, 1989 are involuntarily transferred, the provisions of Article VIII will apply. Recalls involving these employees will be handled in accordance with Article XI Section C, except that they will have an additional opportunity to recall if their first recall is to a diaper changing position.

ARTICLE XXI
ASSAULTS

- A. All assaults and threats of assault that are reduced to writing by a paraeducator shall be reported (on the Incident Report Form) by the school administration to the Superintendent (or designee). All reports by the school administration shall include the paraeducator's written report.

- B. It is the intent of the Board and the Federation to assist any paraeducator who is the victim of an assault and/or battery. The paraeducator and the Federation shall receive a copy of all written reports to which there is no legal restriction filed by the school administration to either the Superintendent (or designee) or the legal authorities. The paraeducator and the Federation shall be kept informed of the progress of any investigation of the incident, so long as there is no legal restriction on doing so.

ARTICLE XXII
PENSION

The provisions of this Article are included in the Agreement for informational purposes only; they are not intended to be comprehensive and may not be up-to-date. This Article shall not be subject to the grievance procedure.

All retirement benefits of the MERF and RAF plans of the City of Hartford including COLA's, if any, as they may be amended from time to time by the Hartford Court of Common Council, shall remain in effect for all bargaining unit members.

In accordance with the ordinances presently in effect the pension benefits provided to members of the bargaining unit are as follows:

- 1. Normal Retirement Age and Years of Service
 - a. Age 55 with at least 25 years of continuous service
 - b. Age 60 with at least 10 years of continuous service

- 2. Normal Retirement Allowance
 - a. 2.5% of final average pay for each year of the first twenty (20) years of service and 2% for each year thereafter
 - b. Maximum of 70% of final average pay
 - c. Final average pay equals employee's highest three of the last five years of gross earnings.

- 3. Early Retirement
 - a. Age 55 with at least 10 years of continuous service
 - b. Normal retirement formula reduced by 4% for each whole year employee retires before age 60.

4. Three percent (3%) interest on employee, contributions upon separation from city employment to the extent provided by ordinance.
5. Employee Contributions
 - a. 4% of earnings on which social security taxes are paid
 - b. 7% of the balance of earnings
6. Retirement Credit for Military Service

This is provided to the extent allowed by ordinance for the time periods specified by Connecticut General Statutes (C.G.S. Sec. 27-103).

ARTICLE XXIII **SAVINGS CLAUSE**

- A. If any provision of this Agreement is, or shall be at any time be contrary to law, then such provision shall not be applicable or performed or enforced, except to the extent permitted by law, and any substitute action shall be subject to appropriate consultation and negotiation with the Federation.
- B. In the event that any provision of this Agreement is, or shall at any time is contrary to law, all other provisions of this Agreement shall continue in effect.

ARTICLE XXIV **JUST CAUSE**

No bargaining unit member shall be issued a letter of reprimand copied to the personnel file, suspended without pay, or discharged without just cause.

ARTICLE XXV **PART-TIME PARAEDUCATORS**

1. School-year part-time non-pre-k paraeducators shall normally be employed on a one on one basis in the special education program. Full-year part-time paraeducators shall normally be used to supplement full-time full-year paraeducators. Both school year and full-year part-time paraeducators may additionally be used:
 - a. To replace a full-time paraeducator who is absent on sick or other approved leave.
 - b. In a bona fide emergency.
 - c. On special projects as determined, by the Administration, to be in the best interests of the students of the Hartford Public Schools.
2. The Board shall not contract for temporary workers to perform bargaining unit duties unless it is to substitute for a paraeducator who is on leave, or in the case of an emergency.

3. Part-time paraeducators shall not be prevented from applying for full-time vacancies;
4. Where possible, the Board shall not use two different part-time paraeducators with the same student, unless there is a medical or educational need to do so.
5. Part-time paraeducator shall have access to the health insurance in Article V at the existing group rates at their own expense.

ARTICLE XXVI
PROBATIONARY PERIOD

New employees shall be considered probationary during their first one hundred twenty working days (excluding any authorized or unauthorized leave). During the probationary period, the employee may be discharged at will, and in such event, the employee shall not have recourse to the grievance procedure. Furthermore, new employees will not attain seniority rights during the probationary period. However, upon completion of any employee's probationary period, his/her seniority shall date back to the date of his/her original employment.

ARTICLE XXVII
PRIOR PRACTICES

The parties acknowledge that practices may develop from time to time at one or more of the district's facilities. The practices in effect prior to July 1, 1997 shall not be binding on the parties unless they are expressly incorporated, in writing, herein. However, any arbitration award, memorandum of understanding or side letter regarding current contract language shall remain in effect.

ARTICLE XXVIII
NOTICE OF ARREST

If an employee is arrested for a crime against a person, sexual assault, child abuse or family violence, he/she shall immediately notify the Director of Human Resources in writing.

ARTICLE XXIX
VACATION/HOLIDAYS (full-year paraeducators)

- A. Full-time twelve month paraeducators
 1. All full-time twelve-month employees hired prior to May 7, 2002 shall accrue vacations in accordance with the following schedule:

Years of Service*	Allotment	Per Month
0-2	10 days	0.83 days
3-5	15 days	1.25 days
6-10	20 days	1.66 days
11 or more	24 days	2.00 days

2. All full-time twelve-month employees hired on or after May 7, 2002 shall accrue vacations in accordance with the following schedule:

Years of service*	Allotment	Per Month
0-5	10 days	0.83 days
6-10	15 days	1.25 days
11-15	20 days	1.66 days
16 or more	24 days	2.00 days

* Years of services in this section shall be defined as years of service measured from the most recent date of hire as a full-time, full-year paraeducator in the Hartford Public Schools.

3. Pro-rata accumulated vacation pay shall be granted to an employee in the event 1) he/she terminates her services with the Board, 2) he/she returns to a school year position, or 3) the program or its positions are eliminated.

In the event of the death of the employee, his/her spouse and/or minor children shall receive her pro-rata vacation pay. In the event the employee has neither a spouse nor children, the pay shall be given to the estate of the deceased employee.

4. Paraeducators may request vacation time as it is accrued. Each paraeducator shall establish a tentative leave plan with his/her supervisor by August 1 of each year. Changes to the tentative plan, along with new requests for vacation time, must be made by the paraeducator thirty days in advance. Vacation time may be used in cases of emergency with less than thirty days notice by the paraeducator upon approval by his/her supervisor. If it becomes necessary due to the educational needs of the students of the Hartford Public Schools, the supervisor may alter the leave plan, providing as much notice as possible to the bargaining unit member. The Board will make every reasonable effort to avoid changing the vacation plans of a paraeducator where the paraeducator can show that such a change will result in a financial loss to the paraeducator. If the plan is altered such that the paraeducator cannot take the scheduled vacation during the applicable school year, the paraeducator may request to carry over such vacation time. Approval of vacation time will not be unreasonably denied.

5. The Board will provide bargaining unit members a written report of accumulated vacation and/or sick time, upon request, no more than once a year.

6. All full-time twelve month bargaining unit members shall be entitled to ten (10) holidays, to be scheduled by the Board through the school calendar: The holidays may be New Years Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving Day, and Christmas Day. If school is in session on a designated holiday, the holiday may be rescheduled or the member may be paid for the day at the discretion of the Board.

B. Part time twelve month paraeducators

1. All part-time full-year bargaining unit members shall accrue unpaid vacation in accordance to the following schedule:

Years of service	Allotment	Per Month
0-2	10 days	0.83 days
3-5	15 days	1.25 days
6-10	20 days	1.66 days
11 or more	24 days	2.00 days

2. All part-time twelve month bargaining unit members shall be entitled to the following six (6) holidays: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day

ARTICLE XXX
WORKERS' COMPENSATION

The Board will follow all applicable laws regarding worker's compensation.

ARTICLE XXXI
SCHOOL IMPROVEMENT BONUS

Each member who works in a school that show significant improvement shall be paid \$1,250 after the conclusion of the work year. The measure of improvement shall be a significant increase as determined by the Superintendent of Schools for the district. To be eligible, the member must appear and work a full day in such a school on at least 90% of the work days in the relevant work year. Members who work part-time, start mid-year, or travel between schools, shall be eligible for the above bonus on a pro-rata basis.

ARTICLE XXXII
ACADEMIC ASSISTANTS

- A. Academic Assistants work an eight (8) hour day and a two hundred twenty (220) day work year.

~~B. Effective July 1, 2015 through June 30, 2016, the annual salary shall be \$33,632.~~

~~C. Effective July 1, 2016 through June 30, 2018, the annual salary shall be \$34,271.~~

B. Effective July 1, 2018 through June 30, 2021, the annual salary shall be \$34,271.

C. Effective July 1, 2021, the annual salary shall be \$34,956.

D. Effective July 1, 2022, the annual salary shall be \$35,655.

E. Effective July 1, 2023, the annual salary shall be \$36,725.

- F.D. Working conditions exceptions. Academic Assistants may be used on a school-wide basis to cover classrooms or to fill other needs to operate the school, including lunch duty, recess, yard-duty, etc. There is no additional pay for covering classes/substitute teaching within the school.

| G.E. Academic Assistants are a separate classification, with different working conditions, hours, and salary. No bargaining unit member shall be displaced/laid off as a consequence of an Academic Assistant job elimination. Academic Assistants shall only displace Academic Assistants. Academic Assistants shall not have rights to positions in different classifications.

Appendix A – Salary Schedules

The Hartford Federation of Paraeducators and the Hartford Board of Education hereby understand and agree that the Board only issues applicable retroactive payments to members who are actively employed as paraeducators at the time the Municipality Accountability Review Board (“MARB” ratifies the new collective bargaining agreement and no person shall receive retroactive payment if not actively employed in the HFP at the time of the MARB ratification.

Steps	2015-2016 (184 days, 7.5 hour day)					
	7A	7B	7C	7D	7E	7F
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	1	2	3	4	5	6
3	21,865	22,498	23,608	24,718	25,965	26,931
4	22,771	23,608	24,994	26,106	27,217	28,047
5	23,608	24,994	25,869	27,113	28,137	29,164
6	24,994	25,831	27,217	28,047	29,164	30,549
7	26,028	26,971	28,328	29,230	30,489	31,804
8	27,062	28,113	29,445	30,414	31,815	33,060
9	28,090	29,256	30,557	31,595	33,273	34,311
10	29,122	30,396	31,669	32,778	34,735	35,566
11	31,147	32,492	33,837	35,008	36,793	37,955
12	32,019	33,403	34,783	35,988	37,823	39,018
13	32,788	34,204	35,619	36,852	38,731	39,955

Steps	2015-2016 Full-Year (260-day, 7.5 hour day)					
	7AA	7BB	7CC	7DD	7EE	7FF
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	7	8	9	10	11	12
3	30,899	31,792	33,354	34,928	36,689	38,053
4	32,180	33,354	35,319	36,892	38,460	39,632
5	33,354	35,319	36,555	38,309	39,757	41,209
6	35,319	36,499	38,460	39,632	41,209	43,168
7	36,777	38,114	40,032	41,304	43,084	44,940
8	38,236	39,724	41,605	42,978	44,958	46,713
9	39,694	41,338	43,176	44,647	47,019	48,484

10	41,152	42,951	44,749	46,315	49,083	50,258
11	44,013	45,916	47,813	49,469	51,989	53,631
12	45,246	47,200	49,153	50,854	53,445	55,132
13	46,332	48,333	50,332	52,074	54,728	56,455

2015-2016

Full-Year Part-Time (260 days, 3.75 hour day)

Steps	7A	7B	7C	7D	7E	7F
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	13	14	15	16	17	18
3	15,138	15,574	16,344	17,113	17,975	18,644
4	15,765	16,344	17,303	18,076	18,842	19,416
5	16,344	17,303	17,908	18,768	19,477	20,189
6	17,303	17,882	18,842	19,416	20,189	21,146
7	18,017	18,671	19,612	20,236	21,109	22,018
8	18,731	19,460	20,383	21,056	22,025	22,886
9	19,447	20,252	21,153	21,873	23,036	23,754
10	20,163	21,044	21,924	22,692	24,045	24,623
11	21,564	22,494	23,425	24,234	25,471	26,275
12	22,167	23,124	24,079	24,913	26,185	27,010
13	22,700	23,679	24,657	25,511	26,813	27,658

Steps	2016-2018 (184 days, 7.5 hour day)					
	7A	7B	7C	7D	7E	7F
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	1	2	3	4	5	6
3	22,280	22,925	24,057	25,188	26,458	27,443
4	23,204	24,057	25,469	26,602	27,734	28,580
5	24,057	25,469	26,361	27,628	28,672	29,718
6	25,469	26,322	27,734	28,580	29,718	31,129
7	26,523	27,483	28,866	29,785	31,068	32,408
8	27,576	28,647	30,004	30,992	32,419	33,688
9	28,624	29,812	31,138	32,195	33,905	34,963
10	29,675	30,974	32,271	33,401	35,395	36,242
11	31,739	33,109	34,480	35,673	37,492	38,676
12	32,627	34,038	35,444	36,672	38,542	39,759
13	33,411	34,854	36,296	37,552	39,467	40,714

Steps	2016-2018 Full-Year (260 day, 7.5 hour day)					
	7A	7B	7C	7D	7E	7F
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	1	2	3	4	5	6
3	31,486	32,396	33,988	35,591	37,386	38,776
4	32,791	33,988	35,990	37,593	39,191	40,385
5	33,988	35,990	37,249	39,037	40,512	41,992
6	35,990	37,193	39,191	40,385	41,992	43,989
7	37,476	38,839	40,793	42,089	43,902	45,794
8	38,962	40,479	42,395	43,794	45,812	47,600
9	40,448	42,124	43,997	45,495	47,912	49,405
10	41,934	43,767	45,599	47,195	50,016	51,212
11	44,849	46,788	48,722	50,409	52,977	54,650
12	46,106	48,097	50,087	51,820	54,461	56,179
13	47,212	49,251	51,289	53,063	55,768	57,528

2016-2018

Full-Year Part-Time (260 day, 3.75 hours a day)

Steps	7A	7B	7C	7D	7E	7F
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	13	14	15	16	17	18
3	15,425	15,870	16,654	17,439	18,316	18,998
4	16,065	16,654	17,632	18,419	19,200	19,785
5	16,654	17,632	18,249	19,124	19,847	20,572
6	17,632	18,222	19,200	19,785	20,572	21,548
7	18,360	19,026	19,985	20,621	21,510	22,436
8	19,087	19,829	20,770	21,457	22,444	23,320
9	19,816	20,636	21,555	22,288	23,474	24,206
10	20,546	21,444	22,341	23,123	24,502	25,091
11	21,973	22,921	23,870	24,694	25,955	26,774
12	22,589	23,563	24,537	25,386	26,683	27,524
13	23,131	24,129	25,126	25,995	27,323	28,183

2018-2021 (184 days, 7.5 hour day)

Steps	7A	7B	7C	7D	7E	7F
	Basic	12 Credits	36 Credits	60 Credits	72 Credits	96 Credits
	1	2	3	4	5	6
3	22,280	22,925	24,057	25,188	26,458	27,443
4	23,204	24,057	25,469	26,602	27,734	28,580
5	24,057	25,469	26,361	27,628	28,672	29,718
6	25,469	26,322	27,734	28,580	29,718	31,129
7	26,523	27,483	28,866	29,785	31,068	32,408
8	27,576	28,647	30,004	30,992	32,419	33,688
9	28,624	29,812	31,138	32,195	33,905	34,963
10	29,675	30,974	32,271	33,401	35,395	36,242
11	31,739	33,109	34,480	35,673	37,492	38,676
12	32,627	34,038	35,444	36,672	38,542	39,759
13	33,411	34,854	36,296	37,552	39,467	40,714

2018-2021 Full-Year (260 day, 7.5 hour day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
<u>3</u>	<u>31,486</u>	<u>32,396</u>	<u>33,988</u>	<u>35,591</u>	<u>37,386</u>	<u>38,776</u>
<u>4</u>	<u>32,791</u>	<u>33,988</u>	<u>35,990</u>	<u>37,593</u>	<u>39,191</u>	<u>40,385</u>
<u>5</u>	<u>33,988</u>	<u>35,990</u>	<u>37,249</u>	<u>39,037</u>	<u>40,512</u>	<u>41,992</u>
<u>6</u>	<u>35,990</u>	<u>37,193</u>	<u>39,191</u>	<u>40,385</u>	<u>41,992</u>	<u>43,989</u>
<u>7</u>	<u>37,476</u>	<u>38,839</u>	<u>40,793</u>	<u>42,089</u>	<u>43,902</u>	<u>45,794</u>
<u>8</u>	<u>38,962</u>	<u>40,479</u>	<u>42,395</u>	<u>43,794</u>	<u>45,812</u>	<u>47,600</u>
<u>9</u>	<u>40,448</u>	<u>42,124</u>	<u>43,997</u>	<u>45,495</u>	<u>47,912</u>	<u>49,405</u>
<u>10</u>	<u>41,934</u>	<u>43,767</u>	<u>45,599</u>	<u>47,195</u>	<u>50,016</u>	<u>51,212</u>
<u>11</u>	<u>44,849</u>	<u>46,788</u>	<u>48,722</u>	<u>50,409</u>	<u>52,977</u>	<u>54,650</u>
<u>12</u>	<u>46,106</u>	<u>48,097</u>	<u>50,087</u>	<u>51,820</u>	<u>54,461</u>	<u>56,179</u>
<u>13</u>	<u>47,212</u>	<u>49,251</u>	<u>51,289</u>	<u>53,063</u>	<u>55,768</u>	<u>57,528</u>

2018-2021

Full-Year Part-Time (260 day, 3.75 hours a day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>3</u>	<u>15,425</u>	<u>15,870</u>	<u>16,654</u>	<u>17,439</u>	<u>18,316</u>	<u>18,998</u>
<u>4</u>	<u>16,065</u>	<u>16,654</u>	<u>17,632</u>	<u>18,419</u>	<u>19,200</u>	<u>19,785</u>
<u>5</u>	<u>16,654</u>	<u>17,632</u>	<u>18,249</u>	<u>19,124</u>	<u>19,847</u>	<u>20,572</u>
<u>6</u>	<u>17,632</u>	<u>18,222</u>	<u>19,200</u>	<u>19,785</u>	<u>20,572</u>	<u>21,548</u>
<u>7</u>	<u>18,360</u>	<u>19,026</u>	<u>19,985</u>	<u>20,621</u>	<u>21,510</u>	<u>22,436</u>
<u>8</u>	<u>19,087</u>	<u>19,829</u>	<u>20,770</u>	<u>21,457</u>	<u>22,444</u>	<u>23,320</u>
<u>9</u>	<u>19,816</u>	<u>20,636</u>	<u>21,555</u>	<u>22,288</u>	<u>23,474</u>	<u>24,206</u>
<u>10</u>	<u>20,546</u>	<u>21,444</u>	<u>22,341</u>	<u>23,123</u>	<u>24,502</u>	<u>25,091</u>
<u>11</u>	<u>21,973</u>	<u>22,921</u>	<u>23,870</u>	<u>24,694</u>	<u>25,955</u>	<u>26,774</u>
<u>12</u>	<u>22,589</u>	<u>23,563</u>	<u>24,537</u>	<u>25,386</u>	<u>26,683</u>	<u>27,524</u>
<u>13</u>	<u>23,131</u>	<u>24,129</u>	<u>25,126</u>	<u>25,995</u>	<u>27,323</u>	<u>28,183</u>

2021-2022 (184 days, 7.5 hour day)

<u>Step</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>F</u> <u>96 Credits</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
<u>3</u>	<u>22,726</u>	<u>23,384</u>	<u>24,538</u>	<u>25,692</u>	<u>26,987</u>	<u>27,992</u>
<u>4</u>	<u>23,668</u>	<u>24,538</u>	<u>25,978</u>	<u>27,134</u>	<u>28,289</u>	<u>29,152</u>
<u>5</u>	<u>24,538</u>	<u>25,978</u>	<u>26,888</u>	<u>28,181</u>	<u>29,245</u>	<u>30,312</u>
<u>6</u>	<u>25,978</u>	<u>26,848</u>	<u>28,289</u>	<u>29,152</u>	<u>30,312</u>	<u>31,752</u>
<u>7</u>	<u>27,053</u>	<u>28,033</u>	<u>29,443</u>	<u>30,381</u>	<u>31,689</u>	<u>33,056</u>
<u>8</u>	<u>28,128</u>	<u>29,220</u>	<u>30,604</u>	<u>31,612</u>	<u>33,067</u>	<u>34,362</u>
<u>9</u>	<u>29,196</u>	<u>30,408</u>	<u>31,761</u>	<u>32,839</u>	<u>34,583</u>	<u>35,662</u>
<u>10</u>	<u>30,269</u>	<u>31,593</u>	<u>32,916</u>	<u>34,069</u>	<u>36,103</u>	<u>36,967</u>
<u>11</u>	<u>32,374</u>	<u>33,771</u>	<u>35,170</u>	<u>36,386</u>	<u>38,242</u>	<u>39,450</u>
<u>12</u>	<u>33,280</u>	<u>34,719</u>	<u>36,153</u>	<u>37,405</u>	<u>39,313</u>	<u>40,554</u>
<u>13</u>	<u>34,079</u>	<u>35,551</u>	<u>37,022</u>	<u>38,303</u>	<u>40,256</u>	<u>41,528</u>

2021-2022

Full Year (260 days, 7.5 hour day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
<u>3</u>	<u>32,116</u>	<u>33,044</u>	<u>34,668</u>	<u>36,303</u>	<u>38,134</u>	<u>39,552</u>
<u>4</u>	<u>33,447</u>	<u>34,668</u>	<u>36,710</u>	<u>38,345</u>	<u>39,975</u>	<u>41,193</u>
<u>5</u>	<u>34,668</u>	<u>36,710</u>	<u>37,994</u>	<u>39,818</u>	<u>41,322</u>	<u>42,832</u>
<u>6</u>	<u>36,710</u>	<u>37,937</u>	<u>39,975</u>	<u>41,193</u>	<u>42,832</u>	<u>44,869</u>
<u>7</u>	<u>38,226</u>	<u>39,616</u>	<u>41,609</u>	<u>42,931</u>	<u>44,780</u>	<u>46,710</u>
<u>8</u>	<u>39,741</u>	<u>41,289</u>	<u>43,243</u>	<u>44,670</u>	<u>46,728</u>	<u>48,552</u>
<u>9</u>	<u>41,257</u>	<u>42,966</u>	<u>44,877</u>	<u>46,405</u>	<u>48,870</u>	<u>50,393</u>
<u>10</u>	<u>42,773</u>	<u>44,642</u>	<u>46,511</u>	<u>48,139</u>	<u>51,016</u>	<u>52,236</u>
<u>11</u>	<u>45,746</u>	<u>47,724</u>	<u>49,696</u>	<u>51,417</u>	<u>54,037</u>	<u>55,743</u>
<u>12</u>	<u>47,028</u>	<u>49,059</u>	<u>51,089</u>	<u>52,856</u>	<u>55,550</u>	<u>57,303</u>
<u>13</u>	<u>48,156</u>	<u>50,236</u>	<u>52,315</u>	<u>54,124</u>	<u>56,883</u>	<u>58,679</u>

2021-2022
Full Year Part Time (260 days, 3.75 hour day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>3</u>	<u>15,734</u>	<u>16,187</u>	<u>16,987</u>	<u>17,788</u>	<u>18,682</u>	<u>19,378</u>
<u>4</u>	<u>16,386</u>	<u>16,987</u>	<u>17,985</u>	<u>18,787</u>	<u>19,584</u>	<u>20,181</u>
<u>5</u>	<u>16,987</u>	<u>17,985</u>	<u>18,614</u>	<u>19,506</u>	<u>20,244</u>	<u>20,983</u>
<u>6</u>	<u>17,985</u>	<u>18,586</u>	<u>19,584</u>	<u>20,181</u>	<u>20,983</u>	<u>21,979</u>
<u>7</u>	<u>18,727</u>	<u>19,407</u>	<u>20,385</u>	<u>21,033</u>	<u>21,940</u>	<u>22,885</u>
<u>8</u>	<u>19,469</u>	<u>20,226</u>	<u>21,185</u>	<u>21,886</u>	<u>22,893</u>	<u>23,786</u>
<u>9</u>	<u>20,212</u>	<u>21,049</u>	<u>21,986</u>	<u>22,734</u>	<u>23,943</u>	<u>24,690</u>
<u>10</u>	<u>20,957</u>	<u>21,873</u>	<u>22,788</u>	<u>23,585</u>	<u>24,992</u>	<u>25,593</u>
<u>11</u>	<u>22,412</u>	<u>23,379</u>	<u>24,347</u>	<u>25,188</u>	<u>26,474</u>	<u>27,309</u>
<u>12</u>	<u>23,041</u>	<u>24,034</u>	<u>25,028</u>	<u>25,894</u>	<u>27,217</u>	<u>28,074</u>
<u>13</u>	<u>23,594</u>	<u>24,612</u>	<u>25,629</u>	<u>26,515</u>	<u>27,869</u>	<u>28,747</u>

2022-2023 (184 days, 7.5 hour day)

<u>Step</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>F</u> <u>96 Credits</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
<u>3</u>	<u>23,181</u>	<u>25,029</u>	<u>25,029</u>	<u>26,206</u>	<u>27,527</u>	<u>28,552</u>
<u>4</u>	<u>24,141</u>	<u>26,498</u>	<u>26,498</u>	<u>27,677</u>	<u>28,855</u>	<u>29,735</u>
<u>5</u>	<u>25,029</u>	<u>27,426</u>	<u>27,426</u>	<u>28,745</u>	<u>29,830</u>	<u>30,918</u>
<u>6</u>	<u>26,498</u>	<u>28,855</u>	<u>28,855</u>	<u>29,735</u>	<u>30,918</u>	<u>32,387</u>
<u>7</u>	<u>27,594</u>	<u>30,032</u>	<u>30,032</u>	<u>30,989</u>	<u>32,323</u>	<u>33,717</u>
<u>8</u>	<u>28,691</u>	<u>31,216</u>	<u>31,216</u>	<u>32,244</u>	<u>33,728</u>	<u>35,049</u>
<u>9</u>	<u>29,780</u>	<u>32,396</u>	<u>32,396</u>	<u>33,496</u>	<u>35,275</u>	<u>36,375</u>
<u>10</u>	<u>30,874</u>	<u>32,225</u>	<u>33,574</u>	<u>34,750</u>	<u>36,825</u>	<u>37,706</u>
<u>11</u>	<u>33,021</u>	<u>34,446</u>	<u>35,873</u>	<u>37,114</u>	<u>39,007</u>	<u>40,239</u>
<u>12</u>	<u>33,946</u>	<u>35,413</u>	<u>36,876</u>	<u>38,153</u>	<u>40,099</u>	<u>41,365</u>
<u>13</u>	<u>34,761</u>	<u>36,262</u>	<u>37,762</u>	<u>39,069</u>	<u>41,061</u>	<u>42,359</u>

2022-23
Full Year (260 days, 7.5 hour day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
<u>3</u>	<u>32,758</u>	<u>33,705</u>	<u>35,361</u>	<u>37,029</u>	<u>38,896</u>	<u>40,343</u>
<u>4</u>	<u>34,116</u>	<u>35,361</u>	<u>37,444</u>	<u>39,112</u>	<u>40,774</u>	<u>42,017</u>
<u>5</u>	<u>35,361</u>	<u>37,444</u>	<u>38,754</u>	<u>40,614</u>	<u>42,149</u>	<u>43,688</u>
<u>6</u>	<u>37,444</u>	<u>38,696</u>	<u>40,774</u>	<u>42,017</u>	<u>43,688</u>	<u>45,766</u>
<u>7</u>	<u>38,990</u>	<u>40,408</u>	<u>42,441</u>	<u>43,789</u>	<u>45,676</u>	<u>47,644</u>
<u>8</u>	<u>40,536</u>	<u>42,114</u>	<u>44,108</u>	<u>45,563</u>	<u>47,663</u>	<u>49,523</u>
<u>9</u>	<u>42,082</u>	<u>43,826</u>	<u>45,774</u>	<u>47,333</u>	<u>49,848</u>	<u>51,401</u>
<u>10</u>	<u>43,628</u>	<u>45,535</u>	<u>47,441</u>	<u>49,102</u>	<u>52,037</u>	<u>53,281</u>
<u>11</u>	<u>46,661</u>	<u>48,678</u>	<u>50,690</u>	<u>52,446</u>	<u>55,117</u>	<u>56,858</u>
<u>12</u>	<u>47,969</u>	<u>50,040</u>	<u>52,111</u>	<u>53,914</u>	<u>56,661</u>	<u>58,449</u>
<u>13</u>	<u>49,119</u>	<u>51,241</u>	<u>53,361</u>	<u>55,207</u>	<u>58,021</u>	<u>59,852</u>

2022-23
Full Year Part Time (260 days, 3.75 hour day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>3</u>	<u>16,048</u>	<u>16,511</u>	<u>17,327</u>	<u>18,144</u>	<u>19,056</u>	<u>19,766</u>
<u>4</u>	<u>16,714</u>	<u>17,327</u>	<u>18,344</u>	<u>19,163</u>	<u>19,976</u>	<u>20,584</u>
<u>5</u>	<u>17,327</u>	<u>18,344</u>	<u>18,986</u>	<u>19,897</u>	<u>20,649</u>	<u>21,403</u>
<u>6</u>	<u>18,344</u>	<u>18,958</u>	<u>19,976</u>	<u>20,584</u>	<u>21,403</u>	<u>22,419</u>
<u>7</u>	<u>19,102</u>	<u>19,795</u>	<u>20,792</u>	<u>21,454</u>	<u>22,379</u>	<u>23,342</u>
<u>8</u>	<u>19,858</u>	<u>20,630</u>	<u>21,609</u>	<u>22,324</u>	<u>23,351</u>	<u>24,262</u>
<u>9</u>	<u>20,617</u>	<u>21,470</u>	<u>22,426</u>	<u>23,188</u>	<u>24,422</u>	<u>25,184</u>
<u>10</u>	<u>21,376</u>	<u>22,310</u>	<u>23,244</u>	<u>24,057</u>	<u>25,492</u>	<u>26,105</u>
<u>11</u>	<u>22,861</u>	<u>23,847</u>	<u>24,834</u>	<u>25,692</u>	<u>27,004</u>	<u>27,856</u>
<u>12</u>	<u>23,502</u>	<u>24,515</u>	<u>25,528</u>	<u>26,412</u>	<u>27,761</u>	<u>28,636</u>
<u>13</u>	<u>24,065</u>	<u>25,104</u>	<u>26,141</u>	<u>27,045</u>	<u>28,427</u>	<u>29,322</u>

<u>Step</u>	<u>2023-2024 (184 days, 7.5 hour day)</u>					
	<u>7A</u>	<u>7B</u>	<u>7C</u>	<u>7D</u>	<u>7E</u>	<u>F</u>
	<u>Basic</u>	<u>12 Credits</u>	<u>36 Credits</u>	<u>60 Credits</u>	<u>72 Credits</u>	<u>96 Credits</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
<u>3</u>	<u>23,876</u>	<u>24,568</u>	<u>25,780</u>	<u>26,992</u>	<u>28,353</u>	<u>29,409</u>
<u>4</u>	<u>24,865</u>	<u>25,780</u>	<u>27,293</u>	<u>28,507</u>	<u>29,721</u>	<u>30,627</u>
<u>5</u>	<u>25,780</u>	<u>27,293</u>	<u>28,249</u>	<u>29,607</u>	<u>30,725</u>	<u>31,846</u>
<u>6</u>	<u>27,293</u>	<u>28,207</u>	<u>29,721</u>	<u>30,627</u>	<u>31,846</u>	<u>33,359</u>
<u>7</u>	<u>28,422</u>	<u>29,452</u>	<u>30,933</u>	<u>31,919</u>	<u>33,293</u>	<u>34,729</u>
<u>8</u>	<u>29,552</u>	<u>30,698</u>	<u>32,152</u>	<u>33,211</u>	<u>34,740</u>	<u>36,100</u>
<u>9</u>	<u>30,673</u>	<u>31,946</u>	<u>33,368</u>	<u>34,501</u>	<u>36,333</u>	<u>37,466</u>
<u>10</u>	<u>31,800</u>	<u>33,192</u>	<u>34,581</u>	<u>35,793</u>	<u>37,930</u>	<u>38,837</u>
<u>11</u>	<u>34,012</u>	<u>35,479</u>	<u>36,949</u>	<u>38,227</u>	<u>40,177</u>	<u>41,446</u>
<u>12</u>	<u>34,964</u>	<u>36,475</u>	<u>37,982</u>	<u>39,298</u>	<u>41,302</u>	<u>42,606</u>
<u>13</u>	<u>35,804</u>	<u>37,350</u>	<u>38,895</u>	<u>40,241</u>	<u>42,293</u>	<u>43,630</u>

2023-24
Full Year (260 days, 7.5 hour day)

<u>Steps</u>	<u>7A</u>	<u>7B</u>	<u>7C</u>	<u>7D</u>	<u>7E</u>	<u>7F</u>
	<u>Basic</u>	<u>12 Credits</u>	<u>36 Credits</u>	<u>60 Credits</u>	<u>72 Credits</u>	<u>96 Credits</u>
	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
<u>3</u>	<u>33,741</u>	<u>34,716</u>	<u>36,422</u>	<u>38,140</u>	<u>40,063</u>	<u>41,553</u>
<u>4</u>	<u>35,139</u>	<u>36,422</u>	<u>38,567</u>	<u>40,285</u>	<u>41,998</u>	<u>43,277</u>
<u>5</u>	<u>36,422</u>	<u>38,567</u>	<u>39,916</u>	<u>41,833</u>	<u>43,413</u>	<u>44,999</u>
<u>6</u>	<u>38,567</u>	<u>39,856</u>	<u>41,998</u>	<u>43,277</u>	<u>44,999</u>	<u>47,139</u>
<u>7</u>	<u>40,160</u>	<u>41,620</u>	<u>43,714</u>	<u>45,103</u>	<u>47,046</u>	<u>49,073</u>
<u>8</u>	<u>41,752</u>	<u>43,378</u>	<u>45,431</u>	<u>46,930</u>	<u>49,093</u>	<u>51,009</u>
<u>9</u>	<u>43,345</u>	<u>45,141</u>	<u>47,148</u>	<u>48,753</u>	<u>51,343</u>	<u>52,943</u>
<u>10</u>	<u>44,937</u>	<u>46,901</u>	<u>48,864</u>	<u>50,575</u>	<u>53,598</u>	<u>54,879</u>
<u>11</u>	<u>48,061</u>	<u>50,139</u>	<u>52,211</u>	<u>54,019</u>	<u>56,771</u>	<u>58,564</u>
<u>12</u>	<u>49,408</u>	<u>51,541</u>	<u>53,674</u>	<u>55,531</u>	<u>58,361</u>	<u>60,202</u>
<u>13</u>	<u>50,593</u>	<u>52,778</u>	<u>54,962</u>	<u>56,863</u>	<u>59,762</u>	<u>61,648</u>

2023-24

Full Year Part Time (260 days, 3.75 hour day)

<u>Steps</u>	<u>7A</u> <u>Basic</u>	<u>7B</u> <u>12 Credits</u>	<u>7C</u> <u>36 Credits</u>	<u>7D</u> <u>60 Credits</u>	<u>7E</u> <u>72 Credits</u>	<u>7F</u> <u>96 Credits</u>
	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>3</u>	<u>16,530</u>	<u>17,006</u>	<u>17,847</u>	<u>18,688</u>	<u>19,628</u>	<u>20,358</u>
<u>4</u>	<u>17,215</u>	<u>17,847</u>	<u>18,895</u>	<u>19,738</u>	<u>20,575</u>	<u>21,202</u>
<u>5</u>	<u>17,847</u>	<u>18,895</u>	<u>19,556</u>	<u>20,494</u>	<u>21,268</u>	<u>22,045</u>
<u>6</u>	<u>18,895</u>	<u>19,527</u>	<u>20,575</u>	<u>21,202</u>	<u>22,045</u>	<u>23,091</u>
<u>7</u>	<u>19,675</u>	<u>20,388</u>	<u>21,416</u>	<u>22,098</u>	<u>23,050</u>	<u>24,043</u>
<u>8</u>	<u>20,454</u>	<u>21,249</u>	<u>22,257</u>	<u>22,994</u>	<u>24,051</u>	<u>24,990</u>
<u>9</u>	<u>21,235</u>	<u>22,114</u>	<u>23,099</u>	<u>23,884</u>	<u>25,155</u>	<u>25,939</u>
<u>10</u>	<u>22,017</u>	<u>22,980</u>	<u>23,941</u>	<u>24,779</u>	<u>26,257</u>	<u>26,888</u>
<u>11</u>	<u>23,547</u>	<u>24,562</u>	<u>25,579</u>	<u>26,462</u>	<u>27,814</u>	<u>28,691</u>
<u>12</u>	<u>24,207</u>	<u>25,250</u>	<u>26,294</u>	<u>27,204</u>	<u>28,594</u>	<u>29,495</u>
<u>13</u>	<u>24,787</u>	<u>25,857</u>	<u>26,925</u>	<u>27,857</u>	<u>29,280</u>	<u>30,201</u>

Appendix A – Salary Schedules

* The Parties agree to remove the salary lanes B, BB, C, and CC effective July 1, 2006 for all members who are not paid on such pay lanes upon said date. However, any bargaining unit member who is paid on lane B or BB and who is employed as of April 7, 2006, may upgrade to C or CC until July 1, 2009. Thereafter, those who are grandfathered on the pay lane (B, BB, C or CC) may remain on said lane but no member may be newly placed on such pay lane.

APPENDIX B **LONGEVITY**

<u>Years</u>	<u>Satisfactory or Better Rating</u>
6-9	\$425
10-14	\$475
15-19	\$600
20 plus	\$700

Members shall be eligible for longevity based on satisfactory or better service. The parties recognize the Board's unilateral right to modify the evaluation tool, and the Board's obligation to bargain over the impact, if any, of such change.

APPENDIX C **INSURANCE GROUP RATES ACCESS**

A. Retired Employees

1. Said employees have access to existing insurance group rates at their own cost. Said cost is directly deducted from their pension check.
2. Survivors of retirees may continue to buy into the insurance program (except Life) at group rates.

Members hired after the contract is approved by the MARB shall not have the right to retiree insurance.

B. Employees on Board Approved Leaves

1. Employees on Board Approved leave shall continue to be carried by the Board in its insurance plans as would regular employees if they notify the Payroll Office within three (3) weeks of the beginning of the leave except that:
 - a. A person on child rearing or other approved unpaid, if he/she wishes to be covered must pick up the full cost of the insurance during the length of the leave. Life insurance may be converted according to the provisions of the

policy; otherwise, it is canceled and must be reapplied for upon return from leave.

- b. A person on unpaid leave to further his/her education shall have his/her life insurance policy canceled during the same.
- c. A person on Federation Leave shall be subject to the provisions of Article X.C.
- d. These provisions except shall not cover a person on military leave as indicated in Article XII, G.

C. Laid Off Employees

- 1. A person laid off before the 20th day of a month shall have his/her insurance benefits terminated on the first (1st) day of the following month.
- 2. A person laid off after the 20th day of a month shall have his/her insurance benefits terminated on the first (1st) day of the second following month.
- 3. The Board shall follow all applicable law related to insurance continuation.

D. Survivors

Survivors of employees may continue to be covered by the insurance plan (except Life insurance) at group rates.

- E. All of the above provisions are subject to Board policies, Insurance Carrier Policies and/or Insurance Commissioner regulations.

In witness whereof, the parties hereto set their hand:

<p>For the Hartford Public Schools Board of Education:</p>	<p>For the Hartford Federation of Paraeducators:</p>
--	--

Date: _____

Date: _____

Date: _____

MEMORANDUM
Municipal Accountability Review Board

To: Members of the Municipal Accountability Review Board
From: Julian Freund, OPM
Subject: Tentative Agreement – Local 1716, Council 4 AFSCME, AFL-CIO
Date: May 11, 2022

Background

The collective bargaining agreement between the City and AFSCME Local 1716 expired on June 30, 2021. A tentative agreement for a successor contract for the term July 1, 2021 – December 31, 2024 was signed on April 7 and subsequently ratified by the union.

Section 7-576d(6) of CT General Statutes provides the MARB with an opportunity to approve or reject the tentative agreement. The MARB will have until May 21, 2022 to take action on the agreement if it chooses. At its April 28 meeting, the Hartford Subcommittee voted to recommend that the full MARB approve the tentative agreement.

The union represents approximately 235 full time employees plus certain seasonal workers (such as Lifeguards). Full time union employees are primarily in the Public Works department.

Financial Impact

Wages: Summary information provided by the City indicates that the agreement provides a general wage increase (GWI) of 2% retroactive to January 1, 2022 followed by 2.5% GWIs for FY 2023 and FY 2024. Step advancement is provided in each year of the contract.

The previous contract was in effect for a six-year term beginning July 1, 2015 and ending June 30, 2021. That contract provided for 2% GWIs in years 4 and 5, while the other four years of the contract provided no (0%) GWI.

Health Insurance: Members eligible for health insurance are enrolled in a high deductible/health savings account plan. The agreement makes no changes to plan design or the current employee premium cost share of 21%.

The cumulative 3-year cost of the agreement is estimated by the City to be approximately \$1.6 million over the life of the contract. The impact of a proposed change that would create a new position of Emergency Telecommunications Call Takers as positions distinct from Emergency Telecommunications Dispatchers was not estimated, because it is not known how many of the Call Taker positions would be created. It is likely the change would result in a net decrease in cost.

Attachments

- Summary of Tentative Agreement
- Tentative Agreement
- Fiscal Impact and Steps Analysis
- Comparables
- Red-lined version of contract

City of Hartford
1716 Tentative Agreement Summary
As of April 20, 2022

1. Duration – July 1, 2021 to December 31, 2024
2. Wages (see detail and summary analysis attached)
 - a. FY21-22 – 2% GWI; approx. cost = \$110,020 (1/1/22-6/30/22)
 - b. FY22-23 – 2.5% GWI; approx. cost = \$500,589 (cumulative)
 - c. FY23-24 – 2.5% GWI; approx. cost = \$788,152 (cumulative)
3. HSA Funding – changes the timing of deposits into HSA account only; no material changes in cost
4. Emergency Telecommunications Dispatchers and Call Takers
 - a. New job classification of Call Taker – as this position is paid at a lower rate than the Dispatcher, this would be a savings to the City. However, it is unknown at this time how many Call Takers would be hired, therefore, no savings were considered in the calculation of the total cost.
 - b. Referral Bonus – Full Time members of Local 1716 will be eligible for a referral bonus of \$500 per new Emergency Telecommunication Dispatcher and \$250 for a Call Taker; as the number of such bonuses are unknown, no additional costs were considered in the calculation of total cost.
5. Other – clean up language; no significant costs or savings for any changes noted.

Other Highlights/Items of Note:

1. Analysis includes only general fund costs
2. A total of 235 positions are included in the calculation, including 35 vacant positions (as of December 2021)
 - a. The vacant positions are included in the retro costs, making this calculation conservative
3. Steps will continue as stated in the previous contract
 - a. Dollars allocated to step increases are not new costs and have been fully budgeted
4. These costs are included in the FY23 budget and in the FY24-27 forecast
5. A 1.5% increase was included in the FY22 budget as a place holder; therefore, much of the FY22 cost is also not a “new” cost

TENTATIVE AGREEMENT
BETWEEN THE CITY OF HARTFORD
AND
LOCAL 1716, COUNCIL 4, AFSCME, AFL-CIO
FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT

The City of Hartford and Local 1716, Council 4, AFSCME, AFL-CIO (hereinafter, "Local 1716") tentatively agree to a Collective Bargaining Agreement to be in full force and effect for the period commencing July 1, 2021 through December 31, 2024 subject to the ratification of Local 1716 and approval by the City of Hartford Court of Common Council and the Municipal Accountability Review Board (hereinafter, "MARB"). The July 1, 2015 through June 30, 2021 Collective Bargaining Agreement currently in effect shall remain unchanged except as specifically outlined in this Tentative Agreement provided further that the Collective Bargaining Agreement shall be modified to reflect these changes.

This Tentative Agreement represents concepts and not necessarily final contract language. Actual contract language will be drafted if the Tentative Agreement is ratified by Local 1716 and approved by the Court of Common Council and MARB.

CITY OF HARTFORD



LUKE BRONIN, MAYOR

4/7/2022

DATE

LOCAL 1716, AFSCME, COUNCIL 4



ORLANDO MERCADO, PRESIDENT

4/7/2022

DATE



CHUCK PARIS, STAFF REPRESENTATIVE

4-7-22

DATE

TENTATIVE AGREEMENT
 FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT
 BETWEEN
 THE CITY OF HARTFORD
 AND
 LOCAL 1716

1. Duration (Update language in Article XVII to reflect the following):
 3.5 years (July 1, 2021 – December 31, 2024)

2. Wages (Update language in Section 7.0 and Appendix F to reflect the following):
 GWIs:
 FY 2021-22: 2% GWI retroactive to first Sunday following January 1, 2022
 FY 2022-23: 2.5% GWI effective first Sunday following July 1, 2022
 FY 2023-24: 2.5% GWI effective first Sunday following July 1, 2023

3. HSA Funding (Update language in Section 14.10 and Insurance Appendix to reflect the following):
 Effective July 2022, funding of the City’s contribution to the Bargaining Unit Members’ Health Savings Account will be deposited on a semi-annual basis in July (50%) and January (50%).

4. Emergency Telecommunications Dispatchers and Call Takers:
 1. Effective the pay period following the approval of the Tentative Agreement, there will be a new job classification within the Local 1716 bargaining unit of Emergency Telecommunications Call Taker (hereinafter, “Call Taker”) whose duties and responsibilities are set forth in the job description attached hereto as Exhibit A.
 - a. The Call Taker salary schedule will be as follows:

	Completion of Training	1	2	3	4	5	6
<u>Trainee</u>	<u>Base</u>	<u>1/2 Year</u>	<u>1 Year</u>	<u>1 1/2 Years</u>	<u>2 Years</u>	<u>3 Years</u>	<u>4 Years</u>
\$800.00	\$824.00	\$848.00	\$872.00	\$896.00	\$920.00	\$944.00	\$968.00
\$41,600.00	\$42,848.00	\$44,096.00	\$45,344.00	\$46,592.00	\$47,840.00	\$49,088.00	\$50,336.00

- b. There shall be a maximum of ten (10) full-time Call Takers on staff in ES&T. At least one (1) ETD shall be assigned in either a Call Taker position or the EMS position on every shift.
- c. Call Takers shall be required to satisfactorily complete a six-month probationary period, after which time the employee will be placed on a promotional eligible register for the position of ETD Trainee. If the Call Taker elects not to accept a position as an ETD Trainee, or is not selected for the position of ETD Trainee, they may remain in their position as Call Taker.
- d. In the event of layoffs, Call Takers must be laid off before any ETD or ETD Trainee.
- e. Overtime shall be assigned through the current process, with Call Takers, ETDs, and ETD Trainees on one eligibility list.

2. Full-time members of Local 1716 will be eligible for a referral bonus of \$500 per new ETD and \$250 per new Call Taker, to be paid after the new employee completes their probationary period. Candidates will indicate who referred them to the position on their job application, which will be the sole determining factor with respect to entitlement to a referral bonus pursuant to this paragraph. In any instance where an applicant indicates that more than one individual referred the candidate, all listed employees will receive an equal percentage of the applicable referral bonus.

5. Other:

- City Proposals 1-6, summarized as follows, will be incorporated into the successor CBA:
 - City 1: Clarifies that “Related Work as Required” means related to duties stated in the class spec under the “Illustrative Examples of Work” or “Essential Duties and Responsibilities” subheadings.
 - City 2: Eliminates outdated language related to a committee that completed its charge in 2015.
 - City 3: Clarifies calculation of the seventh day of work for overtime purposes, consistent with current practice.
 - City 4: Changes vacation accrual to over the span of twelve months beginning FY23, versus the current ten-month accrual period, consistent with all other bargaining units.
 - City 5: Eliminates outdated language regarding entitlement to leave for birth or adoption of a child, and clarifies that said leave will be afforded consistent with federal law. Also, maintains the ability of an individual who is not FMLA eligible to use up to 30 calendar days of sick leave for birth or adoption of a child.
 - City 6: Makes changes to part-time and seasonal benefits consistent with the law. Also lowers the required number of hours that part-time and seasonal employees working as MI or in the City’s Rec Division must work in order to have their names certified for full-time employment prior to any promo or open competitive lists.
- The City, without waiving its right “to determine the content of job classifications” as set forth in Article II, Management Rights, agrees to meet with the Union annually for the term of this agreement, in the first quarter of each calendar year, to review job descriptions that either party identifies as inaccurate, out-of-date, or otherwise in need of updating. Such discussions shall not be considered an admission on the part of the City that it is required to bargain prior to the implementation of changes to Local 1716 job descriptions, and any findings that may require collective bargaining will be the subject of negotiations for a future successor collective bargaining agreement, or sooner upon mutual agreement of the parties. The Committee shall consist of up to three participants representing the Union and up to three participants representing the City.

Summary of Costs: Agreement Between City of Hartford and Local 1716, Council 4, AFSCME, AFL-CIO (1716)

GENERAL FUND COSTS ONLY - As of 4-20-22

General Topic	Change	Fiscal Impact		
		FY 21-22	FY 22-23	FY 23-24
Wages	General Wage Increases % (Retro to January 1, 2022)	2% (RETRO)	2.50%	2.50%
	FULL Cost of General Wage Increase on BASE Salary in \$ (FY2022 Budget included 1.5% increase) for current employees	\$ 110,020	\$ 500,589	\$ 788,153
	Cost of Step Yearly Increment Changes in \$ (NOT NEW COSTS)	\$ 109,366	\$ 56,531	\$ 22,824
Healthcare	Health Plan Design Change: Cost/(Savings)			
Health Premium Cost Share	Current employee share 21%			
	Proposed employee share 21% (NO CHANGE)			
	Projected Savings	No change	No change	No change
Pension	Current Contribution	No change	No change	No change
	New Contribution			
	Cost/(Savings) in \$			
Net Annual Impact		\$ 219,386	\$ 557,120	\$ 810,977
Sick Leave	Current provisions: ____	No change	No change	No change
	New provisions: ____			
	Cost/(Savings)			
Vacation Leave (Pay Out)	Current provisions:	No change	No change	No change
	New provisions:			
	Cost/(Savings)			
Other Measures to Offset Costs of Contract				
H S A Funding	Cost/(Savings)	No change	No change	No change
Dental Plan	Cost/(Savings)	No change	No change	No change
Total Cost (includes one-time and non-recurring)		\$ 219,386	\$ 557,120	\$ 810,977

1716 Union Contract Cost Analysis - as of 4-20-22

Org	Record Type	Job Job Desc Code	Step	HC	FY2022 Base	Value of 1 Step	Max Step	FY2022 New Base (2%)	Value of 2% GWI	Value of 1 Step	FY22 Step Increase	Value of Step Increase (if applicable)	FY2023 Base (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)	FY2024 (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)
114001	Filled	3 GENERAL CLERK	1	1	34,840	1,453	4	35,537	697	1,482	2	1,482	36,425	888	3	1,519	37,336	911	4	1,557
114001	Filled	155 DATA INPUT CLERK	4	1	39,520	1,648	4	40,310	790	1,681	4	-	41,318	1,008	4	-	42,351	1,033	4	-
117002	Filled	6 TOWN & CITY CLERK RECORD ASS	5	1	52,403	2,096	5	53,451	1,048	2,138	5	-	54,787	1,336	5	-	56,157	1,370	5	-
117002	Filled	26 ASST REGISTER VITAL STATISTICS	4	1	43,316	1,804	4	44,182	866	1,840	4	-	45,287	1,105	4	-	46,419	1,132	4	-
117002	Filled	26 ASST REGISTER VITAL STATISTICS	4	1	43,316	1,804	4	44,182	866	1,840	4	-	45,287	1,105	4	-	46,419	1,132	4	-
117002	Filled	26 ASST REGISTER VITAL STATISTICS	1	1	43,316	1,804	4	44,182	866	1,840	2	1,840	45,287	1,105	3	1,886	46,419	1,132	4	1,933
119004	Filled	36 CENTRAL DUP OPERATOR	4	1	52,494	2,187	4	53,544	1,050	2,231	4	-	54,882	1,339	4	-	56,255	1,372	4	-
119004	Filled	36 CENTRAL DUP OPERATOR	4	1	52,494	2,187	4	53,544	1,050	2,231	4	-	54,882	1,339	4	-	56,255	1,372	4	-
119006	Filled	9992 311 CONSTITUENT SERVICE REP	4	1	33,462	1,394	4	34,131	669	1,422	4	-	34,985	853	4	-	35,859	875	4	-
119006	Filled	9992 311 CONSTITUENT SERVICE REP	4	1	33,462	1,394	4	34,131	669	1,422	4	-	34,985	853	4	-	35,859	875	4	-
119006	Vacant	9992 311 CONSTITUENT SERVICE REP	2	1	33,462	1,394	4	34,131	669	1,422	3	1,422	34,985	853	4	1,458	35,859	875	4	-
123007	Filled	302 SR ACCOUNT CLERK	4	1	43,316	1,804	4	44,182	866	1,840	4	-	45,287	1,105	4	-	46,419	1,132	4	-
123007	Vacant	155 DATA INPUT CLERK	2	1	39,520	1,648	4	40,310	790	1,681	3	1,681	41,318	1,008	4	1,723	42,351	1,033	4	-
132002	Filled	3 GENERAL CLERK	2	1	34,840	1,453	4	35,537	697	1,482	3	1,482	36,425	888	4	1,519	37,336	911	4	-
212014	Filled	78 SR CLERK TYPIST - 1716	4	1	41,470	1,729	4	42,299	829	1,764	4	-	43,357	1,057	4	-	44,441	1,084	4	-
212014	Filled	157 DATA ENTRY OPERATOR II	4	1	43,316	1,804	4	44,182	866	1,840	4	-	45,287	1,105	4	-	46,419	1,132	4	-
212014	Filled	155 DATA INPUT CLERK	4	1	39,520	1,648	4	40,310	790	1,681	4	-	41,318	1,008	4	-	42,351	1,033	4	-
212014	Filled	155 DATA INPUT CLERK	4	1	39,520	1,648	4	40,310	790	1,681	4	-	41,318	1,008	4	-	42,351	1,033	4	-
212014	Vacant	020A SUPPLY CLERK	4	1	41,470	1,729	4	42,299	829	1,764	4	-	43,357	1,057	4	-	44,441	1,084	4	-
213004	Filled	78 SR CLERK TYPIST - 1716	1	1	41,470	1,729	4	42,299	829	1,764	2	1,764	43,357	1,057	3	1,808	44,441	1,084	4	1,853
213005	Filled	4345 RADIO TECHNICIAN I	4	1	55,471	2,311	4	56,580	1,109	2,357	4	-	57,995	1,415	4	-	59,445	1,450	4	-
213005	Filled	4345 RADIO TECHNICIAN I	4	1	55,471	2,311	4	56,580	1,109	2,357	4	-	57,995	1,415	4	-	59,445	1,450	4	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	54,444	2,179	5	55,533	1,089	2,222	5	-	56,921	1,388	5	-	58,344	1,423	5	-
213006	Filled	144 EMERG TELECOMM DISPATCHER	5	1	5															

Org	Record Type	Job Job Desc Code	Step	HC	FY2022 Base	Value of 1 Step	Max Step	FY2022 New Base (2%)	Value of 2% GWI	Value of 1 Step	FY22 Step Increase	Value of Step Increase (if applicable)	FY2023 Base (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)	FY2024 (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)
311001	Filled	4306 CARPENTER	2	1	50,466	1,430	2	51,475	1,009	1,459	2	-	52,762	1,287	2	-	54,081	1,319	2	-
311001	Filled	4333 LEAD MASON	2	1	55,250	1,567	2	56,355	1,105	1,598	2	-	57,764	1,409	2	-	59,208	1,444	2	-
311001	Filled	4350 ELECTRO-MECHANICAL TECHNICAL	2	1	53,339	1,508	2	54,406	1,067	1,538	2	-	55,766	1,360	2	-	57,160	1,394	2	-
311001	Filled	4028 PUBLIC WORKS TEAM LEADER	4	1	60,125	2,506	4	61,328	1,203	2,556	4	-	62,861	1,533	4	-	64,432	1,572	4	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4312 ELECTRICIAN II	2	1	62,771	2,854	2	64,026	1,255	2,911	2	-	65,627	1,601	2	-	67,268	1,641	2	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4336 PAINTER II	2	1	49,504	1,404	2	50,494	990	1,432	2	-	51,756	1,262	2	-	53,050	1,294	2	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4336 PAINTER II	2	1	49,504	1,404	2	50,494	990	1,432	2	-	51,756	1,262	2	-	53,050	1,294	2	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4341 PLUMBER	2	1	53,339	1,508	2	54,406	1,067	1,538	2	-	55,766	1,360	2	-	57,160	1,394	2	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4311 ELECTRICIAN I	2	1	53,339	1,508	2	54,406	1,067	1,538	2	-	55,766	1,360	2	-	57,160	1,394	2	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311001	Vacant	4341 PLUMBER	1	1	53,339	1,508	2	54,406	1,067	1,538	2	1,538	55,766	1,360	2	-	57,160	1,394	2	-
311001	Vacant	4331 MASON	0	1	51,415	1,456	2	52,443	1,028	1,485	1	1,485	53,754	1,311	2	1,522	55,098	1,344	2	-
311003	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311003	Filled	4336 PAINTER II	2	1	49,504	1,404	2	50,494	990	1,432	2	-	51,756	1,262	2	-	53,050	1,294	2	-
311004	Filled	4027 MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4027 MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311004	Filled	4028 PUBLIC WORKS TEAM LEADER	1	1	60,125	2,506	4	61,328	1,203	2,556	2	2,556	62,861	1,533	3	2,620	64,432	1,572	4	2,685
311004	Filled	4027 MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311004	Filled	4027 MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4027 MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4027 MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311004	Filled	4007 PUBLIC WORKS DISPATCHER	2	1	44,694	2,035	2	45,588	894	2,075	2	-	46,728	1,140	2	-	47,896	1,168	2	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	2,069	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311004	Filled	4026 MAINTAINER III	1	1	46,631	2,028	3	47,564	933	2,069	2	2,069	48,753	1,189	3	2,120	49,972	1,219	3	-
311004	Vacant	4026 MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	2,069	48,753	1,189	3	-	49,972	1,219	3	-
311004	Vacant	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311005	Filled	4161 HEAVY EQUIPMENT MECHANIC	2	1	57,889	2,633	2	59,047	1,158	2,685	2	-	60,523	1,476	2	-	62,036	1,513	2	-
311005	Filled	4161 HEAVY EQUIPMENT MECHANIC	2	1	57,889	2,633	2	59,047	1,158	2,685	2	-	60,523	1,476	2	-	62,036	1,513	2	-
311005	Filled	4141 AUTOMOTIVE MECHANIC	2	1	50,596	1,430	2	51,608	1,012	1,459	2	-	52,898	1,290	2	-	54,221	1,322	2	-

Org	Record Type	Job Code	Job Desc	Step	HC	FY2022 Base	Value of 1 Step	Max Step	FY2022 New Base (2%)	Value of 2% GWI	Value of 1 Step	FY22 Step Increase	Value of Step Increase (if applicable)	FY2023 Base (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)	FY2024 (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)
311005	Filled	4141	AUTOMOTIVE MECHANIC	2	1	50,596	1,430	2	51,608	1,012	1,459	2	-	52,898	1,290	2	-	54,221	1,322	2	-
311005	Filled	4141	AUTOMOTIVE MECHANIC	2	1	50,596	1,430	2	51,608	1,012	1,459	2	-	52,898	1,290	2	-	54,221	1,322	2	-
311005	Filled	4141	AUTOMOTIVE MECHANIC	2	1	50,596	1,430	2	51,608	1,012	1,459	2	-	52,898	1,290	2	-	54,221	1,322	2	-
311005	Filled	020A	SUPPLY CLERK	4	1	41,470	1,729	4	42,299	829	1,764	4	-	43,357	1,057	4	-	44,441	1,084	4	-
311005	Filled	4141	AUTOMOTIVE MECHANIC	2	1	50,596	1,430	2	51,608	1,012	1,459	2	-	52,898	1,290	2	-	54,221	1,322	2	-
311005	Filled	4161	HEAVY EQUIPMENT MECHANIC	1	1	57,889	2,633	2	59,047	1,158	2,685	2	2,685	60,523	1,476	2	-	62,036	1,513	2	-
311005	Filled	4161	HEAVY EQUIPMENT MECHANIC	2	1	57,889	2,633	2	59,047	1,158	2,685	2	-	60,523	1,476	2	-	62,036	1,513	2	-
311005	Filled	4161	HEAVY EQUIPMENT MECHANIC	2	1	57,889	2,633	2	59,047	1,158	2,685	2	-	60,523	1,476	2	-	62,036	1,513	2	-
311005	Vacant	4161	HEAVY EQUIPMENT MECHANIC	2	1	57,889	2,633	2	59,047	1,158	2,685	2	-	60,523	1,476	2	-	62,036	1,513	2	-
311005	Vacant	4141	AUTOMOTIVE MECHANIC	2	1	50,596	1,430	2	51,608	1,012	1,459	2	-	52,898	1,290	2	-	54,221	1,322	2	-
311006	Filled	4027	MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311006	Filled	4027	MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311006	Filled	4027	MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4028	PUBLIC WORKS TEAM LEADER	1	1	60,125	2,506	4	61,328	1,203	2,556	4	2,556	62,861	1,533	3	2,620	64,432	1,572	4	2,685
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	2,069	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	2,069	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	2	1	46,631	2,028	3	47,564	933	2,069	3	2,069	48,753	1,189	3	-	49,972	1,219	3	-
311006	Filled	4026	MAINTAINER III	1	1	46,631	2,028	3	47,564	933	2,069	2	2,069	48,753	1,189	3	2,120	49,972	1,219	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Filled	4026	MAINTAINER III	0	1	46,631	2,028	3	47,564	933	2,069	1	2,069	48,753	1,189	2	2,120	49,972	1,219	3	2,173
311006	Vacant	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311006	Vacant	4027	MAINTAINER IV	3	1	49,972	2,171	3	50,971	999	2,214	3	-	52,246	1,274	3	-	53,552	1,306	3	-
311006	Vacant	4025	MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311006	Vacant	4025	MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311006	Vacant	4028	PUBLIC WORKS TEAM LEADER	4	1	60,125	2,506	4	61,328	1,203	2,556	4	-	62,861	1,533	4	-	64,432	1,572	4	-
311006	Vacant	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	6012	SENIOR GARDENER	2	1	47,840	1,352	2	48,797	957	1,379	2	-	50,017	1,220	2	-	51,267	1,250	2	-
311007	Filled	6011	GARDENER	2	1	41,795	1,898	2	42,631	836	1,936	2	-	43,697	1,066	2	-	44,789	1,092	2	-
311007	Filled	4026	MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-

Org	Record Type	Job Job Desc Code	Step	HC	FY2022 Base	Value of 1 Step	Max Step	FY2022 New Base (2%)	Value of 2% GWI	Value of 1 Step	FY22 Step Increase	Value of Step Increase (if applicable)	FY2023 Base (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)	FY2024 (2.5%)	Value of 2.5% GWI	FY23 Step Increase	Value of Step Increase (If applicable)
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4028 PUBLIC WORKS TEAM LEADER	1	1	60,125	2,506	4	61,328	1,203	2,556	2	2,556	62,861	1,533	3	2,620	64,432	1,572	4	2,685
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	4028 PUBLIC WORKS TEAM LEADER	3	1	60,125	2,506	4	61,328	1,203	2,556	4	2,556	62,861	1,533	4	-	64,432	1,572	4	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4026 MAINTAINER III	1	1	46,631	2,028	3	47,564	933	2,069	2	2,069	48,753	1,189	3	2,120	49,972	1,219	3	-
311007	Filled	4026 MAINTAINER III	1	1	46,631	2,028	3	47,564	933	2,069	2	2,069	48,753	1,189	3	2,120	49,972	1,219	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	6011 GARDENER	1	1	41,795	1,898	2	42,631	836	1,936	2	1,936	43,697	1,066	2	-	44,789	1,092	2	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Vacant	6011 GARDENER	2	1	41,795	1,898	2	42,631	836	1,936	2	-	43,697	1,066	2	-	44,789	1,092	2	-
311007	Vacant	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311007	Vacant	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Vacant	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311007	Vacant	4141 AUTOMOTIVE MECHANIC	0	1	50,596	1,430	2	51,608	1,012	1,459	1	1,459	52,898	1,290	2	1,495	54,221	1,322	2	-
311008	Filled	4028 PUBLIC WORKS TEAM LEADER	3	1	60,125	2,506	4	61,328	1,203	2,556	4	2,556	62,861	1,533	4	-	64,432	1,572	4	-
311008	Filled	4161 HEAVY EQUIPMENT MECHANIC	2	1	57,889	2,633	2	59,047	1,158	2,685	2	-	60,523	1,476	2	-	62,036	1,513	2	-
311008	Filled	4211 MAINTENANCE MECHANIC	1	1	43,667	1,983	2	44,540	873	2,022	2	2,022	45,654	1,114	2	-	46,795	1,141	2	-
311012	Filled	4017 TREE TRIMMER II	1	1	47,359	1,339	2	48,306	947	1,366	2	1,366	49,514	1,208	2	-	50,752	1,238	2	-
311012	Filled	4016 TREE TRIMMER I	2	1	45,812	2,080	2	46,728	916	2,122	2	-	47,896	1,168	2	-	49,094	1,197	2	-
311012	Filled	4016 TREE TRIMMER I	2	1	45,812	2,080	2	46,728	916	2,122	2	-	47,896	1,168	2	-	49,094	1,197	2	-
311080	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311080	Filled	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
311080	Filled	4028 PUBLIC WORKS TEAM LEADER	1	1	60,125	2,506	4	61,328	1,203	2,556	2	2,556	62,861	1,533	3	2,620	64,432	1,572	4	2,685
311080	Filled	4026 MAINTAINER III	1	1	46,631	2,028	3	47,564	933	2,069	2	2,069	48,753	1,189	3	2,120	49,972	1,219	3	-
311080	Filled	4025 MAINTAINER II	3	1	39,637	1,725	3	40,430	793	1,759	3	-	41,440	1,011	3	-	42,476	1,036	3	-
311080	Filled	4025 MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311080	Filled	4025 MAINTAINER II	2	1	39,637	1,725	3	40,430	793	1,759	3	1,759	41,440	1,011	3	-	42,476	1,036	3	-
311080	Vacant	4026 MAINTAINER III	3	1	46,631	2,028	3	47,564	933	2,069	3	-	48,753	1,189	3	-	49,972	1,219	3	-
420009	Filled	3515 HOUSING INSPECTOR	4	1	58,942	2,457	4	60,121	1,179	2,506	4	-	61,624	1,503	4	-	63,164	1,541	4	-
420009	Filled	3515 HOUSING INSPECTOR	4	1	58,942	2,457	4	60,121	1,179	2,506	4	-	61,624	1,503	4	-	63,164	1,541	4	-
420009	Filled	3515 HOUSING INSPECTOR	4	1	58,942	2,457	4	60,121	1,179	2,506	4	-	61,624	1,503	4	-	63,164	1,541	4	-
420009	Filled	3515 HOUSING INSPECTOR	4	1	58,942	2,457	4	60,121	1,179	2,506	4	-	61,624	1,503	4	-	63,164	1,541	4	-
420009	Filled	3515 HOUSING INSPECTOR	4	1	58,942	2,457	4	60,121	1,179	2,506	4	-	61,624	1,503	4	-	63,164	1,541	4	-
420009	Vacant	3515 HOUSING INSPECTOR	3	1	58,942	2,457	4	60,121	1,179	2,506	4	2,506	61,624	1,503	4	-	63,164	1,541	4	-
420009	Vacant	3515 HOUSING INSPECTOR	4	1	58,942	2,457	4	60,121	1,179	2,506	4	-	61,624	1,503	4	-	63,164	1,541	4	-
520001	Filled	4010 RODENT CONTROL INSPECTOR	4	1	49,998	2,083	4	50,998	1,000	2,125	4	-	52,273	1,275	4	-	53,580	1,307	4	-
520001	Filled	3603 WORKSITE MONITOR	4	1	49,829	2,077	4	50,826	997	2,118	4	-	52,096	1,271	4	-	53,399	1,302	4	-
520001	Filled	4010 RODENT CONTROL INSPECTOR	1	1	49,998	2,083	4	50,998	1,000	2,125	2	2,125	52,273	1,275	3	2,178	53,580	1,307	4	2,232
520017	Vacant	78 SR CLERK TYPIST - 1716	4	1	41,470	1,729	4	42,299	829	1,764	4	-	43,357	1,057	4	-	44,441	1,084	4	-
Total				235	11,001,959			11,221,998	220,039			109,366	11,502,548	280,550		56,531	11,790,112	287,564		22,824

		FY2022	FY2023	FY2024
	2% (Retro as of Jan 1.)	110,020	220,039	220,039
HC (Budgeted)	235			
AVG Salary	46,666	2.5%	280,550	280,550
		2.5%		287,564
			110,020	500,589
				788,153

	Duration	GWIs ¹	Hours/Week	Overtime	1716 - Emergency Telecom Dispatcher	1716 - Maintainer I	1716 - Maintainer II	1716 - Maintainer III	1716 - Maintainer IV	1716 - Public Works Team Leader		
NORWALK												
	Duration	GWIs	Hours/Week	Overtime								
AFSCME, AFL-CIO Local 2405	2016 - 2020	1/1/18: 1.10% 7/1/18: 1.25% 1/1/19: 1.10% 7/1/19: 1.25% 1/1/20: 1.10%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week	Telecommunicator I Eff: 7/1/20		Maintainer I Eff: 7/1/20		Maintainer II Eff: 7/1/20		Maintainer III Eff: 7/1/20	
					\$57,384 - \$73,244	\$27,4828 - \$35,0785	\$49,574 - \$63,264	\$23,7423 - \$30,2989	\$52,051 - \$66,437	\$24,9286 - \$31,8185	\$57,384 - \$73,244	\$27,4828 - \$35,0785
NEW HAVEN												
UE Local 222 CILU/CIPU Local 71	2015-2020	7/1/18: 2.25% 7/1/19: 2.5%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week	Property Maintenance Worker Eff: 7/1/19		Property Maintenance Worker II Eff: 7/1/19				Park Foreperson Eff: 7/1/19	
					\$41,480 - \$48,683		\$56,605 - \$65,775				\$52,147 - \$61,733	
AFCSME/AFL-CIO 3144 Mgmt/Prof	2015-2020	7/1/18: 2.25% 7/1/19: 2.5%	see notes	None - exempt							Public Works Supervisor/ Foreperson Eff: 7/1/19 40 hrs/wk	
											\$44,818 - \$70,995 \$21,5471- \$34,1322	
UPSEU Local 424	2016 - 2021	7/1/18: 2.5% 7/1/19: 2.25% 7/1/20: 2.5%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week								
BLOOMFIELD												
TEAMSTERS Local 671	2019-2022	7/1/19: 2.3% 7/1/20: 0% 7/1/21: 2.3%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week	Building Maintainer Eff: 7/1/21		Maintainer II Eff: 7/1/21				Lead Building Maintainer Eff: 7/1/21	Working Foreman Eff: 7/1/21
					\$52,770 - \$59,363	\$25.37 - \$28.54	\$59,446 - \$66,893	\$25.58 - \$32.16			\$68,058 - \$76,587	\$32.72- \$36.82
UPSEU Local 424 Clerical	2019 - 2022	7/1/19: 2.3% 7/1/20: 0% 7/1/21: 2.3%	35	Time & one-half in excess of 40 hrs/week								
MANCHESTER												
CSEA/SEIU Local 2001 Supervisory	2020 - 2023	7/1/20: 1% 7/1/21: 1% 7/1/22: 1%	40								Working Foreman (Grade 8108) Eff: 7/1/22	
											\$70,617 - \$80,563	\$33.9506 - \$38.7321
Teamsters Local 671 Public Works	2019 - 2022	7/1/19: 2% 7/1/20: 2.25% 7/1/21: 2.25%	40	Time & one-half in excess of workday, dbl on Sun. if not within work week.	Maintainer I Eff: 7/1/21		Maintainer II Eff: 7/1/21		Maintainer III Eff: 7/1/21			
					\$50,349 - \$64,195	\$24,2062 - \$30,8628	\$57,541 - \$68,561	\$27,6641- \$32,9619	\$61,138 - \$71,549	\$29,3933- \$34,3985		
CSEA/SEIU Local 2001 Residual	2019 - 2022	7/1/20: 2% 7/1/21: 1% 7/1/22: 1%	40									
MEU Local 991	2016 - 2019	7/1/16: 2.5% 7/1/17: 2% 7/1/18: 2%	37.5		Public Safety Dispatcher (446D) Eff: 7/1/18		Janitor (481D) Eff: 7/1/18					
					\$53,680 - \$63,475	\$25,8079 - \$30,5169	\$40,873 - \$48,369	\$19,6504 - \$23,2544				

	Duration	GWIs ¹	Hours/Week	Overtime	1716 - Emergency Telecom Dispatcher	1716 - Maintainer I	1716 - Maintainer II	1716 - Maintainer III	1716 - Maintainer IV	1716 - Public Works Team Leader
ROCKY HILL										
	Duration	GWIs	Hours/Week	Overtime		Maintainer I Eff: 7/1/22	Maintainer II Eff: 7/1/22	Maintainer III Eff: 7/1/22		Crew Leader Eff: 7/1/22
NAGE Local 288	2019 - 2023	7/1/21: 2.95% 7/1/22: 3 % 7/1/23: 3.25%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week		\$33.94 - \$37.79	\$35.89 - \$39.79	\$39.06 - \$43.22		\$90,189 - \$101,816 \$43.36 - \$48.95
IBPO Local 316	2017 - 2021	7/1/17: 2.75% 7/1/18: 3 % 7/1/19: 3 % 7/1/20: 3.25%	40	Time & one-half in excess of 40 hrs/week	Dispatcher Eff: 7/1/20 \$57,941 - \$75,803 \$27.86 - \$36.44					
STAMFORD										
	Duration	GWIs	Hours/Week	Overtime						
IUOE Local 30	2015 - 2019	7/1/15: 2.25% 7/1/16: 2.25 % 7/1/17: 2.5 % 7/1/18: 2.75%	37.5	Time & one-half in excess of 40 hrs/week						
BOE Custodians	2013 - 2025	7/1/15: 2.25% 7/1/16: 2.5 % 7/1/17: 2.5 %	37.5	Time & one-half in excess of 40 hrs/week		Custodian Aide Eff: 7/1/18 \$43,402 - \$47,930	Custodian/Driver Eff: 7/1/18 \$45,631 - \$58,864		Head Custodian - Days Eff: 7/1/18 \$66,359	Grounds Crew Supervisor Eff: 7/1/18 \$73,161
WATERBURY										
	Duration	GWIs	Hours/Week	Overtime		Maintainer I Eff: 7/1/21	Maintainer II Eff: 7/1/21	Maintainer III Eff: 7/1/21		Street Dept Foreman Eff: 7/1/21
AFSCME, AFL-CIO Local 353 Blue collar	2018 - 2022	7/1/19: 2 % 7/1/20: 0 % 7/1/21: 2.2 %	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week		\$15.54 - \$18.90	\$16.75 - \$20.41	\$18.95 - \$23.06		\$24.75 - \$30.12
Local 1339 IAFF AFL-CIO Firefighter Unit	2017 - 2021	7/1/18: 2.75 % 7/1/19: 2.75 % 7/1/20: 2.75 %			F/F Dispatcher Eff: 7/1/20 \$68,431 - \$73,872 \$1,315.99 - \$1,420.62					
EAST WINDSOR										
	Duration	GWIs	Hours/Week	Overtime		Maintainer II Eff: 7/1/22	Maintainer I Eff: 7/1/22			Working Foreman Eff: 7/1/22
AFSCME, AFL-CIO Local 1303 Public Works	2020 - 2023	7/1/20: 1.25 % 7/1/21: 1.85% 7/1/22: 2%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week		their ranking is opposite Hartford \$28.06	their ranking is opposite Hartford \$32.94			\$36.12
AFSCME, AFL-CIO Local 1303 Dispatchers	2021 - 2024	7/1/21: 2 % 7/1/22: 2.25% 7/1/23: 2.25%	40	Time & one-half in excess of 8 hrs/day or 40 hrs/week	Dispatcher Eff: 7/1/22 \$55,780 - 70,816					

1716 EMERGENCY TELECOM DISPATCHER,

	Duration	GWIs ¹	1716 - Automotive Mechanic		1716 - Heavy Equipment Mechanic		1716 - Housing Inspector		holidays	vacation	sick	insurance - high deductible/PPO/%
HARTFORD Proposed 1716			\$49,166 - \$50,596	\$23.6375 - \$24.325	\$55,250 - \$57,889	\$26.5625 - \$27.8313	\$51,571 - \$58,942	\$24.7938 - \$28.3375	12	1 day per month, up to 10 days <1 yr 10 days - 1 to 4 yrs 15 days - 5 to 14 yrs 20 days - 15+ yrs	Earn 10 hours per month; up to 120 hours per year	HDHP with Health Savings Account Deduc = \$2,000/\$4,000 Co-Insurance = 100% OOP Max = \$3,000/\$6,000 Health Savings Account Fund = 50% (to be funded 2x per year instead of the current 3x per year) Cost = 15% to EE
BRIDGEPORT	Duration	GWIs										
AFSCME 1303-468	2015-2020	7/1/18: 2% 7/1/19: 2%			Fleet Mechanic Eff: 7/1/19				12	4 personal days/yr up to 1 week <1 yr 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 to 19 yrs 25 days - 20+ yrs	10 days/yr (5 in July, 5 in January) - 230 max	Open Access Plus Plan - no deductible 25% emp contr. w/1% increase each yr max 50% Prescription max \$1000/yr - add'l 80% City Dental \$25 deductible & Vision Svc Plan
AFSCME 1522	2014-2019	7/1/17: 2.5% 7/1/18: 2%			Fleet Mechanic Eff: 7/1/18				12	4 personal days/yr up to 1 week <1 yr 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 to 19 yrs 25 days - 20+ yrs	10 days/yr (5 in July, 5 in January) - 230 max	Open Access Plus Plan - no deductible 25% emp contr. w/1% increase each yr max 50% Prescription max \$1000/yr - add'l 80% City Dental \$25 deductible & Vision Svc Plan
EAST HARTFORD	Duration	GWIs										
CSEA Local 2001 SEIU	2017 - 2021	7/1/17: 2 % 7/1/18: 2 % 7/1/19 1 % 7/1/20: 1 %			Housing Specialist Eff: 7/1/20				12 + Employee birthday	10 days <5 yrs 15 days - 5 to 9 yrs 20 days - 10 to 14 yrs +1 day for each yr after 15 yrs cap 25 days	1.25 days/mth - no cap Perfect attendance - earn 1 day per qtr-cap 4	PPO w/Blue View Vision Rider & Triple Option Dental 24% emp contr. HDHP (\$2000/\$4000 -100% in network/80% out) w/prescription coverage & Vision Rider 10% emp contr.
AFSCME Local 1174	2017 - 2021	7/1/18: 2 % 7/1/19: 2 % 7/1/20 1 % 7/1/21: 1 %	Mechanic I Eff: 7/1/20		Mechanic II Eff: 7/1/20				12	up to 1 week <1 yr 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 yrs +1 day for each yr after 15 yrs cap 25 days	1.25 days/mth - no cap Perfect attendance - earn 1 day per qtr-cap 5	HDHP - \$1500/\$3000 w/prescription coverage & Vision Rider 10% emp contr. PPO option (for those unable to participate in employer funded HSA) at same contr.
WEST HARTFORD	Duration	GWIs										
CSEA 2001, Grounds Maintenance Unit	2013-2017	7/1/15: 2.25% 7/1/16: 2.25%			Equipment Mechanic Eff: 7/1/16				11 plus 2 floaters (Lincoln's birthday & employee's)	2 wks 1 to 4 yrs 3 wks - 5 to 13 yrs 4 wks - 14 to 23 yrs 5 wks - 24+ yrs + 1 add'l day per year 10 to 13 yrs & 20 to 24 yrs	1.25 days/mth - 150 days cap	PPO 17% emp contr. HDHP (\$1500 in/out) w/HSA (50% of deductible) 16% emp contr.
CSEA 2001, Supervisory Unit	2013-2017	7/1/15: 2.25% 7/1/16: 2.25%							11 plus 2 floaters (Lincoln's birthday & employee's)	2 wks 1 to 4 yrs 3 wks - 5 to 13 yrs 4 wks - 14 to 23 yrs 5 wks - 24+ yrs + 1 add'l day per year 10 to 13 yrs & 20 to 24 yrs	1.25 days/mth - 150 days cap	PPO 17% emp contr. HDHP (\$1500 in/out) w/HSA (50% of deductible) 16% emp contr.
AFL-CIO 1142	2014-2018	7/1/16: 2.25% 7/1/17: 2.25%	Heavy Equipment & Auto Mechanic Eff: 7/1/17		Heavy Equipment and Auto Mechanic Eff: 7/1/17				11 plus 2 floaters (Lincoln's birthday & employee's)	2 wks 1 to 4 yrs 3 wks - 5 to 13 yrs 4 wks - 14 to 23 yrs 5 wks - 24+ yrs + 1 add'l day per year 10 to 13 yrs & 20 to 24 yrs	1.25 days/mth - 150 days cap	PPO 17% emp contr. HDHP (\$1500 in/out) w/HSA (50% of deductible) 16% emp contr.
CSEA 2001, Professional/Mgmt Unit	2013-2017	7/1/15: 2.25% 7/1/16: 2.25%					Building or Construction Inspector Eff: 7/1/16		11 plus 2 floaters (Lincoln's birthday & employee's)	2 wks 1 to 4 yrs 3 wks - 5 to 13 yrs 4 wks - 14 to 23 yrs 5 wks - 24+ yrs + 1 add'l day per year 10 to 13 yrs & 20 to 24 yrs	1.25 days/mth - 150 days cap	PPO 17% emp contr. HDHP (\$1500 in/out) w/HSA (50% of deductible) 16% emp contr.
CSEA 2001, Building Maintenance Unit	2013-2017	7/1/15: 2.25% 7/1/16: 2.25%							11 plus 2 floaters (Lincoln's birthday & employee's)	2 wks 1 to 4 yrs 3 wks - 5 to 13 yrs 4 wks - 14 to 23 yrs 5 wks - 24+ yrs + 1 add'l day per year 10 to 13 yrs & 20 to 24 yrs	1.25 days/mth - 150 days cap	PPO 17% emp contr. HDHP (\$1500 in/out) w/HSA (50% of deductible) 16% emp contr.
CSEA 2001, Public Safety Dispatchers Unit	2013-2017	7/1/15: 2.25% 7/1/16: 2.25%							13 plus employee's birthday	2 wks 1 to 4 yrs 3 wks - 5 to 13 yrs 4 wks - 14 to 23 yrs 5 wks - 24+ yrs + 1 add'l day per year 10 to 13 yrs & 20 to 24 yrs	1.25 days/mth - 150 days cap	PPO 17% emp contr. HDHP (\$1500 in/out) w/HSA (50% of deductible) 16% emp contr. Prescription plan & Basic Vision plan

	Duration	GWs ¹	1716 - Automotive Mechanic	1716 - Heavy Equipment Mechanic	1716 - Housing Inspector	holidays	vacation	sick	insurance - high deductible/PPO/%	
NORWALK										
	Duration	GWs								
AFSCME, AFL-CIO Local 2405	2016 - 2020	1/1/18: 1.10% 7/1/18: 1.25% 1/1/19: 1.10% 7/1/19: 1.25% 1/1/20: 1.10%	Class I Mechanic Eff: 7/1/20		Class I Mechanic - Full ASE Eff: 7/1/20	Permit Inspector Eff: 7/1/20 37.5 hrs/wk	12	3 personal days/yr 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 to 20 yrs 25 days - 20+ yrs	15 days/yr - 150 day cap	State of CT Plan 2.0 14% emp contr.
			\$63,264 - \$80,753	\$30,2989 - \$38.6748	\$69,754 - \$89,037	\$33,4071 - \$42.6422				
NEW HAVEN										
	Duration	GWs								
UE Local 222 CIU/CIPU Local 71	2015-2020	7/1/18: 2.25% 7/1/19: 2.5%	Mechanic Eff: 7/1/19			11 plus 1 floater	3 personal days/yr 2 wks <5 yrs, +1 yr 3 wks >5 yrs 4 wks >12 yrs 5 wks >20 yrs	1.25 days/mth - 150 days cap <i>Personal days earned for perfect attendance - 5 or less = 1 day, 3 or less = 2 days, + \$100 for 6 months no absences</i>	HDHP 10% (\$2000 in/out - w/HSA 50% of deductible) Comp Mix 20% POE 24% PPO 25%	
			\$59,447 - \$68,615	\$28,5803 - \$32.9880						
AFSCME/AFL-CIO 3144 Mgmt/Prof	2015-2020	7/1/18: 2.25% 7/1/19: 2.5%				11 plus 1 floater	2 personal days/yr 2 wks <5 yrs, +1 yr 3 wks >5 yrs 4 wks >20 yrs	1.25 days/mth - 150 days cap	HDHP 10% (\$2000 in/out - w/HSA 50% of deductible) Comp Mix 20% POE 24% PPO 25%	
UPSEU Local 424	2016 - 2021	7/1/18: 2.5% 7/1/19: 2.25% 7/1/20: 2.5%	Mechanic B Eff: 7/1/20		Mechanic A Eff: 7/1/20	11 plus 1 floater	3 personal days/yr 2 wks <5 yrs, +1 yr 3 wks >5 yrs 4 wks >15 yrs	1.25 days/mth - 150 days cap	HDHP 10.5% (\$2000 in/out - w/HSA 50% of deductible) Comp Mix 20.5% POE 24.5% PPO 26%	
				\$28.63						\$31.64
BLOOMFIELD										
	Duration	GWs								
TEAMSTERS Local 671	2019-2022	7/1/19: 2.3% 7/1/20: 0% 7/1/21: 2.3%	Vehicle Mechanic Tech (Non-CDL) Eff: 7/1/21		Vehicle Mechanic Tech (CDL) Eff: 7/1/21	11	4 personal days/yr 5 days - 6 mths 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 yrs +1 add'l day for each year starting year 11 25 days - 15 to 19 yrs 30 days - +20 yrs	15 days/yr 150 days cap	PPO 24% emp contr. or HDHP (\$2000/\$4000 -HRA 50% contr.) 17% emp contr.	
			\$64,418 - \$72,509	\$30,97- \$34.86	\$66,373 - \$74,714					\$31,91- \$35.92
UPSEU Local 424 Clerical	2019 - 2022	7/1/19: 2.3% 7/1/20: 0% 7/1/21: 2.3%			Asst Bldg Official/Health Inspect/Zoning Enforc Off Eff: 7/1/21	11	4 personal days/yr 5 days - 6 mths 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 yrs	15 days/yr 150 days cap	PPO 23.5% emp contr. or HDHP (\$2000/\$4000 -HRA 50% contr.) 16% emp contr.	
MANCHESTER										
	Duration	GWs								
CSEA/SEIU Local 2001 Supervisory	2020 - 2023	7/1/20: 1% 7/1/21: 1% 7/1/22: 1%			Working Master Mechanic (Grade 810B) Eff: 7/1/22	14	15 days <6 yrs 17 days - 6 to 10 yrs 20 days -11 to 20 yrs 25 days -21 yrs +	1 day per mth	OAP Plus 18% emp contr. HDHP 15% (\$2000/\$4000 - w/HSA 50% of deductible)	
			\$70,617 - \$80,563	\$33,9506 - \$38.7321						
Teamsters Local 671 Public Works	2019 - 2022	7/1/19: 2% 7/1/20: 2.25% 7/1/21: 2.25%	Mechanic I Eff: 7/1/21		Mechanic II Eff: 7/1/21	13	1 personal day available upon request 13 days <6 yrs 15 days - 6 to 10 yrs 20 days -11 to 20 yrs 25 days -21 yrs +	1 day per mth	HDHP 14% (\$2000/\$4000 - w/HSA 50% of deductible)	
			\$37,762 - \$41,358	\$18,1547- \$19.8836	\$57,541 - \$70,913					\$27,6641- \$34.0928
CSEA/SEIU Local 2001 Residual	2019 - 2022	7/1/20: 2% 7/1/21: 1% 7/1/22: 1%			Asst Chief Bldg Inspector/Zoning Enforcement Off	13	15 days <6 yrs 20 days - 6 to 10 yrs 23 days -11 to 15 yrs 25 days -16 yrs +	1 day per mth	OAP Plus 17% emp contr. HDHP 14% (\$2000/\$4000 - w/HSA 50% of deductible)	
			\$57,798 - \$74,129	\$29,6398 - \$38.0148						
MEU Local 991	2016 - 2019	7/1/16: 2.5% 7/1/17: 2% 7/1/18: 2%			Jr. Construction Inspector (451D) Eff: 7/1/18	13	1 personal day available upon request 13 days <6 yrs 15 days - 6 to 10 yrs 20 days -11 to 20 yrs 25 days -21 yrs +	1 day per mth	OAP Plus 16% emp contr. OAP Basic 13% emp contr. HDHP 12% (\$2000/\$4000 - w/HSA 50% of deductible)	
			\$55,885 - \$66,107	\$26,8678 - \$31.7823						

	Duration	GWIs ¹	1716 - Automotive Mechanic	1716 - Heavy Equipment Mechanic	1716 - Housing Inspector	holidays	vacation	sick	insurance - high deductible/PPO/%	
ROCKY HILL										
	Duration	GWIs								
NAGE Local 288	2019 - 2023	7/1/21: 2.95% 7/1/22: 3 % 7/1/23: 3.25%	Mechanic Eff: 7/1/22			12	<i>5 personal days/yr</i> 5 days - 6 mths 10 days - 1 to 3 yrs 12 days - 4 yrs 15 days - 5 to 6 yrs 16 days - 7 to 8 yrs	1.5 days/mth no limit	HDHP 14% (\$2000/\$4000 - w/HSA 50% of deductible)	
				\$37.08- \$42.35						
IBPO Local 316	2017 - 2021	7/1/17: 2.75% 7/1/18: 3 % 7/1/19: 3 % 7/1/20: 3.25%				11 plus 1/2 day before Christmas and New Year's Day	<i>5 personal days/yr</i> 5 days - 6 mths 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 to 14 yrs +1 add'l day for each year starting year 15 max	1.5 days/mth no limit	16% PPO - Group Medical Insurance w/prescription rider HSA option (\$2500/\$5000 - \$0 office/hospital/wellness fees after deductible achieved)	
STAMFORD										
	Duration	GWIs								
IUOE Local 30	2015 - 2019	7/1/15: 2.25% 7/1/16: 2.25 % 7/1/17: 2.5 % 7/1/18: 2.75%	Shop Mechanic/Storekeeper Eff: 7/1/18		Master Mechanic - Fire Dept Eff: 7/1/18		12.5 (after noon Christmas Eve)	<i>3 personal days/yr</i> 6 days - +6 mths 12 days - 1 to 5 yrs 15 days - 6 to 9 yrs 20 days - 10 + yrs	1.25 days/mth - 150 days cap	HDHP 12% (City cover 55% of deductible)
			\$61,444 - \$66,443	\$31.5096- \$34.0731	\$65,420 - \$79,252	\$33.5485- \$40.6422				
BOE Custodians	2013 - 2025	7/1/15: 2.25% 7/1/16: 2.5 % 7/1/17: 2.5 %				12.5 (after noon Christmas Eve) + 1 floater	<i>3 personal days/yr</i> 12 days - < 6 yrs 15 days - 6 to 9 yrs 20 days - 10 to 19 yrs +1 add'l day for each year starting year 20 max 25	1 day/mth		
WATERBURY										
	Duration	GWIs								
AFSCME, AFL-CIO Local 353 Blue collar	2018 - 2022	7/1/19: 2 % 7/1/20: 0 % 7/1/21: 2.2 %	Automotive Mechanic Eff: 7/1/21			12	<i>3 personal days/yr</i> 2 weeks - 1 to 5 yrs 3 weeks - 6 yrs +1 day/year max 4 weeks - 7+ yrs	1.25 days/mth - 180 days cap	OAP Plan - contribution equal to HDHP plus difference b/w full premium amounts HDHP 19% (\$2000/\$4000 - w/HSA 45% of deductible) Plans include Prescription and Dental	
				\$27.13 - \$32.57						
Local 1339 IAFF AFL-CIO Firefighter Unit	2017 - 2021	7/1/18: 2.75 % 7/1/19: 2.75 % 7/1/20: 2.75 %				13	<i>3 personal days/yr</i> 48 hrs - < 1 yr 120 hrs - 1 to 9 yrs 156 hrs - 10 to 14 yrs 168 hrs - 15 to 19 yrs 180 hrs - 20+ yrs	10 hrs/mth		
EAST WINDSOR										
	Duration	GWIs								
AFSCME, AFL-CIO Local 1303 Public Works	2020 - 2023	7/1/20: 1.25 % 7/1/21: 1.85% 7/1/22: 2%	Maintainer Mechanic Eff: 7/1/22			12	<i>4 personal days/yr</i> 10 days - 1 to 5 yrs 15 days - 6 to 10 yrs 20 days - 11+ yrs	1.25 days/mth - 160 days cap	State of CT Plan 2.0 15% emp contr.	
				\$33.60						
AFSCME, AFL-CIO Local 1303 Dispatchers	2021 - 2024	7/1/21: 2 % 7/1/22: 2.25% 7/1/23: 2.25%				11 plus one floater	<i>5 personal days/yr</i> 5 days - <1 yr 10 days - 1 to 4 yrs 15 days - 5 to 9 yrs 20 days - 10 to 20 yrs 25 days - 20+ yrs	1 day/mth <3 yrs 1.25 days/mth - 4 to 6 yrs 1.5 days/mth - 7+ yrs	7/1/21: 13.25% emp contr. 7/1/22: 14% emp contr. 7/1/23: 15% emp contr.	

THE CITY OF HARTFORD, CONNECTICUT

AND

LOCAL 1716, COUNCIL 4

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL

EMPLOYEES, AFL-CIO

JULY 1, 2015~~21~~ – ~~JUNE 30, 2021~~DECEMBER 31, 2024

TABLE OF CONTENTS
[\[TO BE UPDATED\]](#)

PREAMBLE 1

RECOGNITION 1

ARTICLE I NON DISCRIMINATION 1

ARTICLE II MANAGEMENT RIGHTS 2

ARTICLE III PRIOR RIGHTS OR BENEFITS 2

ARTICLE IV UNION SECURITY 2

 SECTION 4.0 CHECK OFF 2

 SECTION 4.01 DEDUCTION PERIOD..... 3

 SECTION 4.02 AGENCY SHOP 3

 SECTION 4.03 NO LOCK-OUT; NO STRIKE 3

 SECTION 4.04 PEOPLE DEDUCTION 3

ARTICLE V DEFINITIONS..... 4

ARTICLE VI CLASSIFICATION PLAN 4

 SECTION 6.00 MAINTENANCE 4

 SECTION 6.01 CHANGES 4

 SECTION 6.02 REVIEW OF POSITIONS 4

 SECTION 6.03 INTERPRETATION OF CLASS SPECIFICATIONS 5

 SECTION 6.04 EFFECT OF REALLOCATION OF POSITIONS 5

 SECTION 6.05 USE OF NEW AND REVISED TITLES..... 5

 SECTION 6.06 JOB DESCRIPTIONS COMMITTEE 5

ARTICLE VII COMPENSATION..... 6

 SECTION 7.00 PAY RATES..... 6

 SECTION 7.01 MINIMUM AND MAXIMUM RATES 7

 SECTION 7.02 NEW PAY RATES..... 7

 SECTION 7.03 ADMINISTRATION..... 7

 SECTION 7.04 OVERTIME..... 9

TABLE OF CONTENTS
[\[TO BE UPDATED\]](#)

SECTION 11.01	DISCHARGE	25
SECTION 11.02	RESIGNATION	25
ARTICLE XII	DISCIPLINE	26
ARTICLE XIII	GRIEVANCE PROCEDURE.....	26
ARTICLE XIV	GENERAL PROVISIONS	28
SECTION 14.00	BULLETIN BOARDS.....	28
SECTION 14.01	UNION ACTIVITIES	28
SECTION 14.02	VISITS BY UNION REPRESENTATIVES.....	29
SECTION 14.03	WORK RULES	29
SECTION 14.04	INFORMING EMPLOYEES	29
SECTION 14.05	SAFETY	29
SECTION 14.06	UNIFORMS.....	30
SECTION 14.07	BARGAINING UNIT WORK	31
SECTION 14.08	LONGEVITY	31
SECTION 14.09	SHIFT DIFFERENTIALS.....	32
SECTION 14.10	INSURANCE	32
SECTION 14.11	RETIREMENT	36
SECTION 14.12	CALLBACK PAY.....	37
SECTION 14.13	SHIFT PREFERENCE	37
SECTION 14.14	VACANT POSITIONS	38
SECTION 14.15	SENIORITY LIST.....	38
SECTION 14.16	TRAINING	38
SECTION 14.17	MEAL ALLOWANCE.....	38
SECTION 14.18	MILEAGE	39
SECTION 14.19	BENEFITS FOR PART-TIME EMPLOYEES	39

TABLE OF CONTENTS
[\[TO BE UPDATED\]](#)

SECTION 14.20 EMPLOYEE PARKING 40

SECTION 14.21 PROMOTIONAL EXAM REJECTION APPEAL 40

SECTION 14.22 NEW EQUIPMENT 40

SECTION 14.23 PERSONNEL RULES AND REGULATIONS 40

ARTICLE XV EMERGENCY TELECOMMUNICATIONS DISPATCHERS
AND CALL TAKERS..... 41

ARTICLE XVI SAVING CLAUSE..... 42

ARTICLE XVII ENTIRE AGREEMENT 42

ARTICLE XVIII DURATION..... 42

APPENDIX A BARGAINING UNIT..... 44

APPENDIX B SHIFT EXCEPTIONS 45

APPENDIX C ETD’S SHIFT BID..... 48

APPENDIX D DRUG TESTING AND DETECTION COMMITTEE..... 49

APPENDIX E-~~1~~ MEDICAL AND PRESCRIPTION DRUG (HDHP) 60

APPENDIX E-~~12~~ DENTAL BENEFIT SUMMARY..... 74

APPENDIX F CLASSIFICATION PLAN & PAY RATES 77

**THE CITY OF HARTFORD, CONNECTICUT
AND
LOCAL 1716, COUNCIL 4
AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL
EMPLOYEES, AFL-CIO**

PREAMBLE

The following Agreement, by and between the City of Hartford, Connecticut, hereinafter referred to as the City, and Local 1716, Council 4, American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the Union, is recorded in written form to meet the requirements as set forth in § 7-470 (c) in the Municipal Employees Relations Act of the General Statutes of Connecticut. This Agreement is designed to provide for an equitable and peaceful procedure for the resolution of differences in accordance with the grievance procedure specified herein, in order to maintain and promote a harmonious relationship between the Union and the City and to encourage a more effective Service in the public interest.

RECOGNITION

The City recognizes the Union as the sole and exclusive bargaining agent pursuant to certification granted by the Connecticut State Board of Labor Relations June 29, 1966, (M.E. 1412), February 15, 1968, (M.E. 1653), February 27, 1975, (M.E. 2988), September 24, 1975, (M.E. 3175), and (M.E. 3190), March 10, 1976, (M.E. 3251) and October 27, 1993 (M.E. 14,924) for the purpose of collective bargaining on matters of rates of pay, wages, hours and other conditions of employment for all of its employees in the bargaining unit described in Appendix A. Any supervisory class which is later established or any present class which is later reconstituted as a supervisory class shall be excluded from the bargaining unit.

The Union recognizes the Mayor or his/her designated representative or representatives as the sole representative of the City of Hartford for the purpose of collective bargaining. The Union further agrees to bargain in good faith with the Mayor on all matters relating to wages, hours and other conditions of employment.

**ARTICLE I
NON DISCRIMINATION**

The provisions of this Agreement shall be applied equally to all employees in the bargaining unit without discrimination because of age, sex, marital status, race, color, religion, creed, national origin, political affiliation, union membership, sexual orientation, disability or other protected classification under federal, state or local law.

**ARTICLE II
MANAGEMENT RIGHTS**

Except as otherwise abridged or modified by any provision of this Agreement, it is the right of the City, acting through its departments and agencies, to determine the standards of service to be offered by its departments and agencies; determine the standards of selection for employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which the City's operations are to be conducted; determine the content of job classifications; exercise complete control and discretion over its organization and the technology of performing its work; and fulfill all of its legal responsibilities. The above rights, responsibility and prerogatives are inherent in the Court of Common Council and the Mayor by virtue of statutory and charter provisions and cannot be subject to any grievance or arbitration proceeding except as specifically provided for in this Agreement.

**ARTICLE III
PRIOR RIGHTS OR BENEFITS**

Nothing in this Agreement shall be construed as abridging any right or benefit that employees have enjoyed heretofore, provided such right or benefit is not superseded by the terms of this Agreement. This provision shall not preclude the right of the Mayor to make reasonable changes in any unreasonable prior right or benefit provided that the Union shall have access to the grievance procedure. Before any changes are made the City will discuss such changes with the Union Negotiating Committee.

**ARTICLE IV
UNION SECURITY**

SECTION 4.0 CHECK OFF

The City agrees to deduct from the pay of all employees covered by this Agreement, who authorize such deductions from their wages in writing, such membership dues and initiation fees as may be uniformly assessed by the Union. Such deductions shall continue for the duration of this Agreement. When an employee does not have sufficient money due to him/her, after deductions have been made for pension or other deductions required by law, Union dues for such deduction periods shall be deducted in the first (1st) due's deduction pay period in which the employee has sufficient funds due to him/her. It is also agreed that neither any employee nor the Union shall have any claim against the City for errors made in the processing of deductions unless a claim of error is made in writing to the City within sixty (60) calendar days after the date such deductions were or should have been made. It is also agreed that the obligation of the City for funds actually deducted under this section terminates upon the delivery of the deductions so made to the person authorized to receive such amounts from the City.

The Union agrees to indemnify and hold harmless the City for any loss or damages arising from the operation of this Section.

SECTION 4.01 DEDUCTION PERIOD

The deduction period for any month shall be made during the fourth (4th) payroll week of said month and shall be remitted to the Union, together with a list of names of employees from whose wages such deductions have been made, not later than the fifteenth (15th) day of the following month.

The City further agrees that all new employees shall be given a dues check off card and a memorandum from the Union President at the time of the employee's enrollment in the City's insurance program. The City shall also provide the Union with the work site location of new employees whenever it is practicable to do so.

SECTION 4.02 AGENCY SHOP

All present employees occupying positions in classifications listed in Appendices B and C must either retain their membership for the duration of this Agreement to the extent of paying the monthly dues uniformly required of all members as a condition of continued employment and all new employees must become and remain members of the Union for the duration of this Agreement to the extent of paying an initiation fee and the monthly dues uniformly required of all members as a condition of continued employment, or all present employees must for the duration of this Agreement pay the equivalent of monthly dues in the form of a service charge to the Union as a condition of continued employment and all new employees must pay the equivalent of the initiation fee and monthly dues for the duration of this Agreement as a condition of continued employment within thirty (30) days of their entry into a bargaining unit class. The Human Resources Department will supply the Union President a list of all new employees monthly.

The Union agrees to indemnify and hold harmless the City for any loss or damages arising from the operation of this Section.

SECTION 4.03 NO LOCK-OUT; NO STRIKE

The City agrees that there will be no lock-out of any employee or employees at any time. The Union agrees it will not call or support any strike, work stoppage or work slowdowns against the City at any time.

SECTION 4.04 PEOPLE DEDUCTION

The City agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving written notice to both the City and the Union. The City agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

**ARTICLE V
DEFINITIONS**

The following terms used in this Agreement shall have the following meanings:

- A. Employee means a full-time, permanent employee who has completed his/her probationary period.
- B. Part-time employees in the bargaining unit shall be determined in accordance with the certification dated June 29, 1966, and the stipulation on file with the State Board of Labor Relations.
- C. Paragraph headings used in this Agreement are for reference purposes only and shall not be used to interpret the language of the Agreement.
- D. For purposes of this Agreement, an employee claiming a domestic partner must have notified and placed on file with the Human Resources Department a valid certificate of domestic partnership as is on file with the City of Hartford Town Clerk, pursuant to Section 2-63 of the Municipal Code of Hartford.

**ARTICLE VI
CLASSIFICATION PLAN**

SECTION 6.00 MAINTENANCE

The City maintains a classification plan for the classification of positions in the bargaining unit. For the purposes of this Agreement, the classification plan shall be the one in effect on the effective date of this Agreement. The classification plan consists of class specifications, class relationship material and other related materials. The classification plan shall clearly and concisely set forth for each class of position: the official class title; class code; nature of work; illustrative examples of work; desirable knowledge, abilities and skills; and desirable experience and training.

SECTION 6.01 CHANGES

When the City creates new class specifications or makes other than minor changes in existing class specifications for the purpose of normal maintenance of the classification plan, the City and the Union shall negotiate appropriate pay rates and ranges.

Such new or revised class specifications shall become effective when the pay range for the class has been established through negotiations. The City will give the Union a copy of any new or revised class specifications.

SECTION 6.02 REVIEW OF POSITIONS

Any employee may make a written request for a review of the classification of his/her position through his/her department head to the Director of Human Resources provided that no such review had been made during the previous twelve months. The City will give a formal decision on such requests within six (6) months following receipt of the request in the Human Resources Department, unless such time limit is extended by mutual agreement of the City and the Union. Any differences,

disputes or controversy concerning the classification of individual positions in the bargaining unit shall be resolved through the grievance procedure at Step 3; provided, however, that grievances involving requests for reclassification from one existing classification in the bargaining unit to another existing classification in the bargaining unit may be submitted to arbitration.

SECTION 6.03 INTERPRETATION OF CLASS SPECIFICATIONS

Class specifications will be interpreted in their entirety and in relation to others in the unit classification plan. Particular phrases or examples shall not be isolated and treated as full definitions of a class. The phrase “Related Work as Required” shall mean duties related to those stated in the class specification under “Illustrative Examples of Work” or “Essential Duties and Responsibilities.” The phrase “Routine Maintenance Tasks” in the class specifications for the skilled trades classes shall mean minor maintenance tasks below the journeyman level in the other trades classes.

SECTION 6.04 EFFECT OF REALLOCATION OF POSITIONS

A regular employee who is occupying a position reallocated to a higher class shall be permanently appointed to the position only if he/she successfully completes a working test probationary period of sixty (60) days. If the position is reallocated to a lower class the employee in that division and class with the lowest seniority shall be reclassified to the lower class and assigned to the reallocated position.

Any employee so affected by this provision shall be certified first (1st) to the next vacancy in the department in the class from which he/she was reallocated. If more than one employee in the same division and class are so affected, they shall be reappointed to the class in which they were serving when reclassified in the order of their seniority as vacancies occur.

When, after the written request of an employee or the department head, it is found that an employee through his/her own initiative and intelligent application develops a position warranting a new or different class such employee shall be permanently appointed to the position only if he/she successfully completes a working test probationary period of sixty (60) days.

SECTION 6.05 USE OF NEW AND REVISED TITLES

No person shall be appointed to or employed in a position under a new or revised class title until a pay range for such class has been established as provided in Section 6.01 of this Agreement.

SECTION 6.06 JOB DESCRIPTIONS COMMITTEE

Without waiving its right “to determine the content of job classifications” as set forth in Article II, Management Rights, the City will meet with the Union annually for the term of the 2021-2024 Collective Bargaining Agreement, in the first quarter of each calendar year, to review job descriptions that either the City or the Union identifies as inaccurate, out-of-date, or otherwise in need of updating. Such discussions shall not be considered an admission on the part of the City that it is required to bargain prior to the implementation of changes to Local 1716 job descriptions, and any findings that may require collective bargaining will be the subject of negotiations for a future successor collective

bargaining agreement, or sooner upon mutual agreement of the City and the Union. The Committee shall consist of up to three (3) participants representing the Union and up to three (3) participants representing the City.

**ARTICLE VII
COMPENSATION**

SECTION 7.00 PAY RATES

The general wage increases for the term of this Agreement shall be as follows:

<u>Contract Year</u>	<u>Wage Increase</u>
July 1, 2015-2021 – December 31 June 30, 2021 16	0%
July 1, 2016 January 1, 2022 – June 30, 2017 22	0 2%
July 1, 2017 22 -June 30, 2018 23	0 2.5%
July 1, 2018 23 – June 30, 2019 24	2.5%
July 1, 2019 24 – December 31 June 30, 2020 24	2 0%
July 1, 2020 – June 30, 2021	0 0%

The percentage increases are applied to the base rate, rounded to the nearest twenty-five cents (25¢). Additional rates in the range are computed as a five percent (5%) increase above the entrance rate (except for classes listed below which are computed as a three percent (3%) increase), rounded to the nearest twenty-five cents (25¢).

Assistant Park Operations Section Leader	Lead Mason
Assistant Sanitation Section Leader	Machine Shop Mechanic II
Assistant Street Maintenance Section Leader	Mason
Automotive Mechanic	Painter II
Blacksmith	Painter III
Carpenter	Parking Meter Servicer
Cement Finisher	Plumber
Cemetery Sexton	Senior Gardener
Electrician I	Steamfitter
Electro-Mechanical Technician	Tire Repairer
Equipment Mechanic (Parks)	Tree Trimmer II
Lead Carpenter	Welder-Blacksmith

The actual pay rates and ranges are outlined in Appendix F.

Salary increases provided in this Section shall not be granted to employees who are being paid at rates above the maximum rate for their classification (red circle rates).

The City and the Union agree to form a committee in July 2013 to review the job descriptions

~~and salaries of the Clerical, Early Learning Center Teacher and Early Learning Center Teacher Assistant classifications. Any findings may be the subject of negotiations for the contract beginning July 1, 2015.~~

SECTION 7.01 MINIMUM AND MAXIMUM RATES

During the term of this Agreement, except as elsewhere provided, no positions in the bargaining unit classified service shall be assigned a salary higher than the maximum or lower than the minimum salary provided for the class of position.

SECTION 7.02 NEW PAY RATES

On the effective date of any pay increase each employee in the affected classes shall be adjusted to the new hiring rate or to the growth step next higher to the present salary rate in the amended range; provided, however, that the appointing authority may withhold granting the general increase during an employee's probationary period. Any such increase shall be granted at the successful completion of the probationary period and such increase shall be made retroactive to the date of the general increase.

SECTION 7.03 ADMINISTRATION

The pay plan shall be administered in accordance with the following provisions:

A. *The Payroll Period:* The standard payroll period shall be from 8:00 a.m. Sunday until 8:00 a.m. the following Sunday. Any bargaining unit member may voluntarily convert to a bi-weekly payroll period.

B. *The Effective Date:* The actual effective date of salary increases and other changes that affect the computation of weekly earnings shall be the date specified if Sunday, or the Sunday beginning the pay period that immediately follows the date specified.

C. *The Hiring Rate:* The hiring rate of pay for initial employment shall normally be paid upon appointment to the class. Appointment rates above the hiring rate may be paid if the appointing authority submits to the Director of Human Resources a written request and proof that a prospective employee is entitled to a higher wage rate. Justification for approval will be limited to recognition of extraordinary qualifications of an eligible or lack of available eligibles at the hiring rate. In the event that a new employee is appointed at a higher rate because of a lack of available eligibles, the pay of present incumbents of the class shall be advanced so that no present employee is receiving a rate of pay less than that of the new appointee.

D. *Growth Increments:* Salary increments recognizing normal growth within established ranges shall be as provided for in the pay plan attached hereto as Appendix F during the month on which the anniversary date of appointment of the employee to the class occurred. Employees appointed on or before the fifteenth (15th) of the month and who have displayed normal growth shall be paid approved growth increments effective on the first (1st) of that month. Employees appointed after the fifteenth (15th) of the month shall receive the approved growth increment on the first (1st) day

of the succeeding month. Employees shall be granted growth increments unless the department head certifies that the employee has not demonstrated the growth normally expected for the class. Growth increments shall not be more often than provided for by the growth frequency.

E. *Exceptional Service Increments:* Increments for exceptional service shall be paid on recommendation of the department head supported by a convincing showing in writing of exceptional service as related to specific criteria to be recommended by each department applicable to its own work and approved by the Director of Human Resources. Recommendations of the department head for exceptional service awards must be approved by the Director of Human Resources and the Chief Operating Officer.

The increments shall be granted by awarding an amount of five percent (5%) or ten percent (10%) of the employee's base rate which may be authorized for periods of three (3), six (6), nine (9), or twelve (12) months and will automatically terminate on the expiration of the authorized time unless renewed by the same procedure as is required for original approval.

This provision shall not be used by the City to subvert other terms of this Agreement.

F. *Total Remuneration:* Any wage or salary rate established for an employee shall represent the total remuneration for the employee, not including reimbursement for official travel. Except as otherwise provided in this Agreement, no employee shall receive pay from the City in addition to the wage or salary provided for in this Agreement. No reward, gift, fee or other form of remuneration in addition to regular compensation shall be received from any source by employees for the performance of their duties. If a reward, gift, fee or other form of remuneration is made available to any employee, it shall be donated to a charity mutually agreed upon by the City and the Union.

G. *Pay for Part-Time Work:* Employees working less than a regular work week shall be paid the equivalent hourly rate of pay established for the class. Any part-time employee who was paid at a higher hourly rate of pay as of June 30, 2009 will be grandfathered at the higher hourly rate of pay for as long as he/she remains in that part-time class.

H. *Pay Rates in Transfer, Promotion or Assignment:* Employees transferred from one position to another for any reason, shall receive their present rate of pay. Employees promoted or assigned to a higher class shall receive an increase in pay to the next higher growth step.

In the case of assignments to a higher class such change will be made if the assignment is for one week or more, or for a total period of forty (40) hours or more if required on a regular basis and the payment will be retroactive to the beginning of such period; provided, however, that an employee assigned to one of the following jobs shall receive the established rate for such job for each full hour or more so assigned: Heavy Truck Driver, Light Truck and Tractor Operator, Crane Operator, Equipment Operator, Motor Sweeper Operator, Power Shovel Operator, Public Works Dispatcher, Sanitation Laborer, Automotive Servicer, Parking Meter Servicer, Stationary Engineer, Weigher, Delivery Driver, Tire Repairer, Heavy Equipment Operator, Sanitation Crew Leader, Photostat Operator, Cashier, Switchboard Operator, Key punch Operator, Tabulating Equipment Operator, Offset Press Operator, Welder-Blacksmith, Voting Machine Technician, Radio Technician I, Health

Education Artist, Laboratory Assistant, Deputy Sealer of Weights and Measures, Building Inspector I, Electrical Inspector I, Heating and Refrigeration Inspector I, Plumbing Inspector I and Blacksmith.

The past practices in compensating employees under this paragraph shall continue for the term of this Agreement.

Employees shall not be rotated on assignments for the purpose of avoiding payments at the higher rates.

Assignment to a higher class means that an employee has been assigned to a class with a higher pay rate either because of the absence of an employee who is classified in the higher class or because operating requirements present the need for such duties to be performed for a period of time.

An employee will not be assigned to a higher class unless he/she is qualified to perform the duties of the higher class; provided, however, that this is not intended to preclude training assignments in accordance with the provision of Section 14.16 of this Agreement.

I. *Voluntary Demotions:* If the employee's salary is higher than the maximum for the class, he/she shall be placed at the maximum salary for the class to which he/she is demoted. If his/her salary is less than the maximum for the class, he/she shall be placed in the next lower step in the new salary range.

J. *Demotions for Physical or Mental Reasons:* An employee may be demoted for physical or mental reasons to a lower classification without loss of pay; such action may be initiated by the department head if he/she certifies that such employee is physically or mentally incapable of performing his/her current duties. Such demotion without loss of pay becomes effective only after approval by the Director of Human Resources.

K. All pay-related checks will be direct deposited.

SECTION 7.04 OVERTIME

Time and one-half the employee's regular hourly rate of pay shall be paid once for work under any of the following conditions:

1. All work performed in excess of eight (8) hours in any work day.
2. All work performed in excess of forty (40) hours in any work week.
3. Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), sick leave shall not count toward hours worked for purposes of time and one-half overtime.
4. All work performed on Saturday and/or Sunday except as noted below.

5. ~~The overtime rate specified above for Saturday and Sunday work shall not be paid to employees who are regularly scheduled to work on Saturdays and Sundays. These employees shall be paid one and one-half (1½) for all work performed on the sixth (6th) and/or seventh (7th) day of their regular work week. Effective July 1, 1989, b~~Bargaining unit members who work the seventh (7th) day of their work week and who have worked on each of the preceding six (6) days of their work week shall be paid at double their regular hourly rate of pay for each hour of work performed on the seventh (7th) day. When calculating the seven (7) days of work, day one (1) will begin on the first (1st) day of the employee's regularly scheduled work week. The employee will then need to work on days one (1) through six (6) of his or her respective work week in order to qualify for the seventh (7th) day double time pay, if worked. Any paid or unpaid leave does not count as hours worked. Any scheduled or unscheduled day of overtime will not be eligible to be considered day one (1) when calculating the seven (7) days of work.

6. Overtime shall be distributed equally among qualified full-time employees holding the same job classification within the Division except in those situations in which the peculiar requirements of the job require that employees regularly performing the work should complete the particular assignment. Callback resulting in overtime shall be granted to the first (1st) qualified worker contacted according to the above procedure. Employees not contacted shall not be charged with overtime. A record of overtime hours worked by and charged to each employee in the bargaining unit shall be posted monthly on the Union bulletin boards. Such record shall also be sent monthly to the Union President.

Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), overtime in the Public Works Department will continue to be equally distributed as set forth in the above, except for the Parks Division, which will now be distributed within the Parks Division as a whole rather than sub-units. The Divisions of the Public Works Department are:

- Parks
- Streets
- Sanitation
- Fleet/Equipment Maintenance
- Facilities
- Flood
- LSNI

The Union will be given a list of all overtime hours, including hours charged, for each employee annually.

7. Employees who do not avail themselves of the opportunity to work overtime shall be charged with the scheduled overtime on the overtime chart as though they had worked.

8. Overtime work shall be given to employees in the following order:
- a. Full-time permanent employees
 - b. Full-time probationary employees
 - c. Part-time employees

9. An employee may be required to work overtime where no other suitable employee is willing or practicably available and the employee has no justifiable excuse, provided that the overtime is authorized by the department head.

In the event there exists an emergent circumstance which requires additional employees to work overtime, the department may require, at its discretion, that the least senior employees in the affected classifications work the overtime. Emergent circumstance is defined as one in which the health, safety or welfare of the City or its residents is involved or where there is a clear commitment that the City perform.

ARTICLE VIII METHOD OF FILLING VACANCIES

SECTION 8.00 TEMPORARY ASSIGNMENTS

Permanent employees may be assigned to temporary positions of a comparable nature where such assignments involve neither promotion nor demotion. Assignments of permanent employees to temporary positions for periods of more than two (2) weeks shall be by seniority. For the purpose of this Section bidding by seniority will be used. If this fails, the reverse order of seniority may be used. Any permanent employee so assigned shall return to his/her former position when a temporary position is discontinued.

SECTION 8.01 TRANSFERS

Employees wishing to be transferred to a position in the same class in another department or division shall so notify the Director of Human Resources who shall maintain lists of such employees. Such transfers shall be made as follows: If employees wish certification to the vacancy, the Director of Human Resources will notify the head of the department where the vacancy exists by forwarding a list of names of employees who appear on the appropriate transfer list in order of their seniority. A certification shall list no more than one (1) name for each vacancy plus two (2) additional names. The department head will interview the employees referred to him/her and if he/she finds one (1) or more satisfactory to him/her, he/she will make the appointment and notify in writing the employee and the Director of Human Resources. The department head shall make his/her decision within three (3) weeks of receipt of the certification. If the employees so referred are rejected by the department head or if no employees are available for transfer, the Director of Human Resources will proceed to fill the vacancy according to the regular certification procedure. No person shall be transferred to a position for which he/she does not possess the minimum qualifications. Names will be certified by order of seniority. Only regular full-time employees shall be eligible for transfer.

For transfers to vacancies within the same division, the department head will select the most senior employee who has applied for transfer and who meets the qualifications for the position. The employee so transferred will serve a trial period of fifteen (15) workdays.

**SECTION 8.02 TEMPORARY APPOINTMENTS TO TEMPORARY OR
PERMANENT POSITIONS**

When a temporary or permanent position is established and cannot be filled by the assignment of a regular employee or from an existing employment list, the Director of Human Resources may authorize the appointment of a temporary employee. Such temporary employee shall not be considered eligible for any of the benefits provided for in this Agreement for employees in the bargaining unit except that the pay rate for temporary employees shall be the same as for regular classified employees of the bargaining unit. Temporary appointments shall be for a period not to exceed ninety (90) days and shall not be renewed.

**ARTICLE IX
PROBATIONARY PERIOD**

SECTION 9.00 DURATION OF PROBATIONARY PERIOD

Every person appointed to a regular position in the unit shall be required to complete successfully a working test during a probationary period. The working test (probationary period) shall begin immediately upon regular appointment and continue for a period up to six (6) months.

All probationary periods specified herein may be extended for up to three (3) months. Any extension of the probationary period must be made by the department head with notification to the employee and the Council 4 representative at least two (2) weeks before the end of the probationary period. If the Council 4 representative does not concur in the extension, he/she shall notify the department head within three (3) days of receipt of the notice.

Upon receipt of the notice, the probationary period shall be terminated in accordance with Section 9.01 and 9.02. During the probationary period employees shall have no seniority but upon completion of the probationary period, their names shall be added to the seniority list from the date of appointment. Such probationary employees shall be subject to all other provisions of the Agreement unless specifically prohibited.

SECTION 9.01 EVALUATION OF PERFORMANCE

At the end of the first (1st) month of employment during the probationary period and at intervals of one (1) month thereafter for the duration of the probationary period, a probationary report shall be prepared by the supervisor, reviewed by the department head and forwarded to the Director of Human Resources. Such report shall give an accurate and fair appraisal of the employee's work, his/her willingness and ability to perform his/her duties satisfactorily and observations concerning his/her habits and dependability. A copy of the report shall be given to the employee and to the Union if it requests it.

If the employee is not informed to the contrary prior to the end of his/her probationary period, he/she will be continued as a permanent employee. If he/she is not to be made permanent, he/she will be given two (2) week's notice which will, if necessary, continue beyond the end of the probationary period.

SECTION 9.02 DISMISSAL

At any time during the probationary period, the appointing authority may recommend in writing to the Director of Human Resources the removal of an employee, if in his/her opinion, the working test indicates that such employee is unable or unwilling to perform the duties of the position satisfactorily or that his/her habits and dependability do not merit his/her continuance in the service. Such recommendation of the appointing authority and the reasons therefore shall be in writing to the Director of Human Resources with a copy to the employee and to the Union if it requests it. No employee shall be removed from a position during his/her probationary period without the approval of the Director of Human Resources. Any employee so removed shall not have access to the grievance procedure. An employee who is found to have been appointed through fraud or error shall be removed within ten (10) days of notification to this effect by the Director of Human Resources to the appointing authority.

SECTION 9.03 RESTORATION OF DISMISSED EMPLOYEE TO APPROPRIATE LIST

If an employee is removed from his/her position during, or at the end of, his/her probationary period and the Director of Human Resources determines that he/she is suitable for appointment to another position, his/her name may be restored to the list from which it was certified. An employee appointed from a promotional list who does not successfully complete this probationary period shall be reinstated in a position in the class occupied by the employee immediately prior to his/her promotion. If no vacancy in that class exists at that time, then the provision governing layoff shall be applied.

**ARTICLE X
HOURS OF WORK, LEAVES OF ABSENCE, HOLIDAYS**

SECTION 10.00 WORK SCHEDULES

Normal working hours for employees in the Clerical Series (except Police Communications Operator and Emergency Telecommunications Dispatcher), Engineering and Architectural Series, Nursing and Medical Series, Inspectional Series, Recreation and Related Series, and the Voting Machine Technician and Central Duplicating Operator classifications shall be from 8:00 a.m. to 5:00 p.m. over a period of five (5) consecutive days of eight (8) continuous hours exclusive of a one (1) hour lunch period.

Normal working hours for employees in the Custodial and Related Series, Food Service Series, Labor Series, Equipment Operation Series, Skilled Trade Series (except Voting Machine Technician and Central Duplicating Operator) and Police Communications Operator and Emergency Telecommunications Dispatcher shall be 7:00 a.m. to 3:30 p.m. or 8:00 a.m. to 4:30 p.m. over a period of five (5) consecutive days of eight (8) continuous hours exclusive of a half (½) hour lunch period.

Present work schedules shall remain in effect unless changed. The City may schedule first shift operations within the hours of 7:00 a.m. and 5:00 p.m.; second shift operations within the hours of 12:00 p.m. and 9:00 p.m. (in the Parks Division and Recreation Division only) and/or 3:00 p.m. and 1:00 a.m.; and third shift operations between the hours of 11:00 p.m. and 9:00 a.m. Exceptions to the

above are shown in Appendix B, provided the City shall have the right to change the exceptions to normal shifts. Schedule changes will be for a reasonable period of time but in no case less than one (1) week.

Employees who are assigned to work an eight (8) hour day shall be allowed to take two (2) breaks not to exceed fifteen (15) minutes each (one in the morning and one in the afternoon). Such breaks cannot be combined with each other or combined with the lunch break.

Employees shall regularly take their scheduled lunch breaks. On a case-by-case basis, exceptions may be made. An employee may only work through his/her lunch break with advance permission of his/her supervisor.

The work schedule will be Monday through Friday except:

1. In waste collection, which is Monday through Saturday, and
2. In the following operations which are seven (7) days per week and twenty-four (24) hours per day unless otherwise noted:

Equipment Maintenance and Services
Incinerator and Landfill
Building Operations including Custodians, Watchman and Stationary Boiler Tenders
Police Communications
Police Department Police Aides
Police Records Clerical Employees, subject to Section 14.09, concerning split shifts and rotating split schedules on a seven (7) day basis.
Street Cleaning
Flood Control
Recreation (Sunrise to 10:00 p.m.)

- A. Normal shifts to regular full-time employees.

As park employees are hired or promoted, they will be assigned to schedules requiring regular weekend work, which may include either Saturday or Sunday or both days as part of the regular work week.

Employees presently assigned to such schedules will be returned to a Monday through Friday schedule on a gradual basis as park employees newly hired or promoted are assigned to regularly scheduled weekend work. Employees in the appropriate job classifications will be assigned to regularly scheduled weekend work on the basis of least total seniority with the department.

- B. Shifts between sunrise and sunset for part-time and seasonal employees.

Part-time and seasonal employees are employed to provide services of a part-time, intermittent or seasonal nature which are not normally performed by regular full-time employees and may be scheduled without regard to these provisions.

Any shifts scheduled except as above shall require prior agreement between the City and the Union.

Normal hours for bargaining unit members working in the following offices and divisions, tax collector, assessor's office, town clerk's office, vital records division of the health department, licenses and inspections, and registrar of voters, may, at the option of the City, include an extended day of work on Thursdays from 8:00 a.m. to 8:00 p.m., exclusive of lunch and dinner periods with one (1) hour for lunch and a half (½) hour for dinner. Employees who work the full extended Thursday schedule will work from 8:00 a.m. to 12:00 p.m. on Friday of the same week. Employees will be scheduled to work an extended day on a rotating volunteer basis, however, if there are insufficient volunteers in any given week, the least senior member of the bargaining unit will be assigned to work the extended hours.

In the event that Friday of any given week is a contractual holiday, employees who have worked the full extended Thursday schedule shall be paid for such Thursday extra hours in accordance with Section 7.05, and shall have said Friday off, otherwise, this Section is not applicable. Accrued time off taken on a Friday of a week in which an employee has worked the full extended Thursday schedule shall be charged at the rate of four (4) hours for the full Friday off. Employees who work beyond 12:00 p.m. on Friday of a week in which they have worked the full extended Thursday work schedule shall be paid in accordance with Section 7.05.

This extended Thursday work schedule is intended to provide office services to citizens who would not have access to City Hall during traditional business hours. It is not the City's intent to begin providing inspectional services on Thursday nights or to avoid overtime payments for such inspectional services when needed.

The City will not schedule split shifts or shifts which provide for other than five (5) consecutive work days unless agreed to by the Union. Any proposed changes in the split shifts or rotating split schedules on a seven (7) day basis that have been mutually agreed to must be approved by the Union before the changes are put into effect, provided that the City shall have the right to change such schedules to normal shifts. Any split shifts or split schedules agreed to will be defined in a memorandum of understanding.

SECTION 10.01 VACATION

Vacation Accruals Before Fiscal Year 2022-23. Each employee in the bargaining unit shall accumulate during and after his/her probationary period vacation leave with pay on May 1st according to the following schedule:

A. Employees who have less than a year of service on May 1st shall be entitled to vacation of one (1) day per month of service up to a maximum of ten (10) working days.

B. Employees who have completed one (1) year of service on May 1st shall be entitled to a vacation of ten (10) working days annually.

C. Employees who have completed five (5) years of service on May 1st shall be entitled to a vacation of fifteen (15) work days annually.

D. Employees who have completed fifteen (15) years of service on May 1st shall be entitled to a vacation of twenty (20) work days annually.

E. All bargaining unit members will accumulate vacation during the months of July through April each fiscal year.

Vacation Accruals Fiscal Year 2022-23. Notwithstanding anything herein to the contrary, effective Fiscal Year 2022-23 and thereafter, each employee in the bargaining unit shall accumulate during and after his/her probationary period vacation leave with pay on July 1st according to the following schedule:

A. Employees who have less than one (1) year of service on July 1st shall be entitled to vacation on the following basis:

Six and two-thirds (6.6666) hours per month of service up to a maximum of ten (10) work days.

B. Employees who have completed one (1) year of service on July 1st shall be entitled to a vacation of ten (10) working days annually.

C. Employees who have completed five (5) years of service on July 1st shall be entitled to a vacation of fifteen (15) work days annually.

D. Employees who have completed fifteen (15) years of service on July 1st shall be entitled to a vacation of twenty (20) work days annually.

E. All bargaining unit members will accumulate vacation during the months of July through June each fiscal year.

F. For the purpose of computing vacation leave the calendar month shall be used, except that a person appointed on or before the fifteenth (15th) of any month shall be considered as having been appointed on the first (1st) day of the month, and those appointed after the fifteenth (15th) of any month as having been appointed on the first (1st) day of the succeeding month. Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), vacation leave may be taken in one-hour increments. Employees must take all vacation leave earned or one (1) week whichever is less during the fiscal year following the May 1st on which it is earned. Additional earned vacation leave may be carried over from one (1) fiscal year to the next to permit a maximum accumulation of not more than forty (40) days.

Any carryover in excess of thirty (30) days must be requested in writing and approved by the employee's department head.

G. Vacation leave shall be granted by mutual agreement between the employee and the department head. Employee preference for vacation schedule shall be granted on the basis of seniority by class. With the approval of the department head, all accrued vacation may be taken at one time.

H. Holidays, as provided in this Agreement, occurring during vacation leave, shall not be charged against vacation leave but shall be granted as another day off at a time mutually agreed upon.

I. Effective January 1, 2009, the practice of allowing employees to receive vacation pay advances shall cease.

J. In the event of death of an employee, the spouse and/or minor children shall receive the accrued vacation pay earned by the employee. Where the employee has neither a spouse nor minor children and has notified the Human Resources Department that a valid certificate of domestic partnership is on file with the City of Hartford Town Clerk, pursuant to Section 2-63 of the Municipal Code of Hartford, the domestic partner shall receive the accrued vacation pay earned by the employee. In the event the employee has neither a spouse, nor minor children, nor a domestic partner, the pay will be paid to the estate of the deceased employee.

K. Employees who are separated from the City and who have accrued vacation to their credit at the time of separation shall be paid the salary equivalent to the accrued vacation leave. Vacation leave accrued during the fiscal year in which the employee is separated will not be paid if the employee is dismissed during his/her probationary period nor if the employee leaves without proper notice.

Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), any vacation lump sum payout shall not be used to extend an employee's last day of employment. The effective date of separation shall be the day immediately following the employee's last day of work.

SECTION 10.02 SICK LEAVE

A. Each employee in the bargaining unit shall earn ten (10) hours per month of sick leave with pay up to a total of one hundred and twenty (120) hours (fifteen (15) days) per year during and after his/her probationary period.

Effective July 1, 1998, bargaining unit members may accumulate sick leave up to a maximum of one hundred and fifty (150) days. For those bargaining unit members whose accumulated total exceeds one hundred and fifty (150) days as of July 1, 1998, they may continue to accumulate sick leave at the current accumulation rate to an unlimited maximum. Notwithstanding anything herein to the contrary, effective February 8, 2021 (the approval of the 2015-2021 Collective Bargaining Agreement), bargaining unit members may accumulate sick leave up to a maximum of one hundred and twenty (120) days.

B. Except as provided in this Paragraph, sick leave cannot be advanced. In cases of extreme emergency, employees with good records, who through serious and protracted illness, have used up all accumulated sick leave, compensatory time off and vacation leave, an extension of sick leave beyond the maximums provided for in this Agreement may be granted on request of the

department head and with the written approval of the Director of Human Resources. This provision shall be subject to the grievance procedure except that after Step 3, the matter shall be referred to the Mayor whose decision shall be final.

C. In the event that a holiday falls while an employee is on sick leave due to a protracted illness which began prior to the holiday, the employee shall be granted an additional day off at a time mutually agreed upon between the employee and the department head provided that the illness is verified by a doctor's certificate.

SECTION 10.03 SICK LEAVE USES

Sick leave is to be used only for the purposes contained below. Any unauthorized use of sick leave shall be cause for disciplinary action.

A. Personal illness, physical incapacity, or non-compensable bodily injury or disease. Disability related to pregnancy, childbirth and related medical conditions will be treated in the same manner as any other temporary disability. Sick leave for pregnancy, childbirth and related conditions will be granted on the same basis as other illnesses and disabilities.

B. Enforced quarantine in accordance with community health regulations.

C. For a limited time only for illness, or physical incapacity in the employee's immediate family. Immediate family is defined for purpose of this provision to be father, mother, sister, brother, wife, husband, domestic partner or children related either by blood, marriage or adoption to the employee.

D. To meet medical and dental appointments of emergency nature. In addition, sick leave may also be granted for a limited time for normal medical and dental appointments when an employee has made reasonable efforts to secure appointments outside of normal working hours provided that the department head is notified in advance of the day on which the absence occurs.

E. Death of relatives or friends, marriage in the immediate family, celebration of religious holidays and christenings, graduation and similar ceremonies, where there is a clear family obligation to attend provided prior notification to the department head is submitted in writing giving full particulars in advance. A maximum of three (3) days a year under this provision shall be granted except that it may be increased in situations beyond the employee's control upon approval of the Director of Human Resources.

F. Expectant fathers shall be granted reasonable time required to make adjustments in family living conditions due to pregnancy of their wives and shall charge such time to sick leave. Employees shall be allowed to use accumulated sick leave for the birth or adoption of a child in accordance with Family and Medical Leave provision of this Agreement. Should an employee be deemed to be ineligible for benefits under the Federal Family and Medical Leave Act and/or the Family and Medical Leave provision of this Agreement, the employee shall be allowed to use up to a maximum of thirty (30) calendar days of sick leave for the birth or adoption of a child.

G. The City reserves the right to require proof of illness or other uses of sick leave as provided in this Agreement. For absences over five (5) days, the City may require proof of illness. For periods of five (5) days or less, the City will not normally require proof of sick leave unless, in the judgment of the department head or supervisor, there is a question of authorized usage. Proof of sick leave shall include a doctor's certificate, personal affidavit or other reasonable verification available to the employee. The City will normally require a doctor's certificate for absences of five (5) days or more. The supervisor may submit cases of unauthorized usage of sick leave for a period of less than five (5) days to his/her department head for action which will be subject to the grievance procedure at Step 3.

H. In the event of suspected sick leave abuse or when an employee has established a pattern of absenteeism which may suggest sick leave abuse, the supervisor or department head shall require the employee in writing, on each subsequent occurrence of sick leave use, to provide a physician's statement verifying the legitimate use of such sick leave. This requirement will terminate at the end of six (6) months unless no improvement in attendance has been noted. In such event the requirement shall be renewed in writing. Failure to provide the physician's statement shall preclude the payment of sick leave claimed and may result in disciplinary action.

I. Sick leave provided above shall be granted only if the requirements of these provisions are complied with and the initial report of illness or non-work related injury or disease is made no later than thirty (30) minutes before the employee's scheduled starting time, except that where a relief employee is required such report must be made no later than one (1) hour immediately prior to the employee's scheduled starting time. The employee must call out for each day of his/her absence. Sick leave may be taken in one-hour increments; however, at least 24-hour notice is required for use of sick leave taken in less than four-hour increments. At his/her discretion, a department head may waive the notice requirement of this Paragraph due to extenuating circumstances which have been documented and verified.

~~J. Domestic partners who are primary care givers shall be allowed to use accumulated sick leave for a maximum of thirty (30) calendar days. If accumulated sick leave is exhausted prior to the thirty (30) calendar days the balance of the leave shall be without pay. In no case will a domestic partner be eligible for maternity or paternity, and primary care leave.~~

~~K. Employees who are adoptive parents or the domestic partner of the adoptive parent shall be allowed to use accumulated sick leave for thirty (30) calendar days for adjustment in family living conditions. If accumulated sick leave is exhausted prior to the thirty (30) calendar days, the balance of the adoption leave will be without pay. Only the person primarily responsible for the child will be entitled to this leave. Employees wishing to take an adoption leave, must present copies of legal adoption papers as proof of such adoption. In the case of a domestic partner, proof of a valid domestic partnership is required. Adoption leave will not be granted without the above documentation.~~

SECTION 10.04 SICK LEAVE DONATION

Effective July 1, 1998, bargaining unit members who have accumulated at least thirty (30) days of sick leave may donate a portion of their accumulated sick leave to other bargaining unit members

with a record of meritorious service, who through serious and protracted illness have used up all of their accumulated sick leave and vacation leave. The Director of Human Resources shall authorize the donation and transfer of such sick leave provided the following conditions are met:

- a) The transferring employee shall have a minimum sick leave accumulation of thirty (30) days.
- b) No more than five (5) days of sick leave for every thirty (30) days of sick leave accumulated by the donating employee to a total donation of thirty (30) days shall be permitted between any two (2) employees.
- c) Sick leave, donated by one (1) employee to another, when used, shall be paid at the hourly rate of the donor or donee, whichever is less.
- d) No more than twenty (20) days of donated leave may be allowed to accumulate in any donee's name at any given time, provided if such donated sick leave should be reduced below twenty (20) days, additional donations may be made to restore the level of accumulated sick leave to twenty (20) days.

SECTION 10.05 PAYMENT OF ACCUMULATED SICK LEAVE AT DEATH OR RETIREMENT

A. Full payment will be made by the City for any accumulated sick leave in the event of the death of the employee. Payment will be made to the estate of the deceased employee.

B. Effective April 1, 1989, full payment will be made by the City to a City employee upon his/her retirement for the first (1st) fifty (50) days of accumulated sick leave or fifty percent (50%) of his/her total accumulation of sick leave, whichever is greater.

Notwithstanding anything herein to the contrary, effective February 8, 2021 (the approval of the 2015-2021 Collective Bargaining Agreement), payment will be made by the City to employees upon their retirement only in the amount of fifty percent (50%) of accumulated and unused sick leave or forty (40) days, whichever is less.

C. No payment will be made to an employee who vests his/her pension benefit and does not immediately begin receiving a pension from CMERS upon termination from the City.

SECTION 10.06 FAMILY AND MEDICAL LEAVE

Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), an employee who is an “eligible employee” as defined under the Federal Family and Medical Leave Act (“FMLA”), 29 U.S.C. §2601 et seq., shall be granted up to twelve (12) weeks of unpaid leave during a twelve (12) month period in accordance with the applicable provisions of the FMLA. Any accumulated paid leave time must be substituted for unpaid FMLA leave and exhausted first, and said paid leave shall be included in, and shall not be in addition to, the aforementioned twelve (12) weeks of allowable leave as permitted by the Act. The twelve (12) month period shall be measured from the

twelve (12) months commencing on the date the employee first takes FMLA. A medical certificate as provided in the FMLA shall be required for FMLA leave situations. Employees on FMLA leave shall have the continuity of their employment preserved for seniority purposes.

Family and medical leave as provided under this Section will not run concurrently with workers' compensation absences.

SECTION 10.07 OTHER LEAVES OF ABSENCE WITH PAY

Employees shall be granted leave with pay at their current base rate for the following reasons:

A. *Compensation for Injuries and Disease:*

(1) Each employee shall be compensated for any injury or occupational disease under the provisions of the Workers' Compensation Act of Connecticut. In addition to payments received under the Workers' Compensation act, any employee with six (6) months of continuous service shall receive payment from the City, which payment will equal the difference between his/her take home pay (gross base pay less deductions for pension, income tax and FICA) and the payments received under the Workers' Compensation Act not to exceed one (1) year. Notwithstanding anything herein to the contrary, effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), the City's Workers' Compensation supplemental payment will not exceed six (6) months.

(2) Each employee of the Health Department and municipal institutions who, during the performance of his/her duty, comes into contact with persons or animals afflicted with any infectious or contagious disease or who shall be required to handle any culture, collection or aggregation of agents capable of producing human disease shall be examined by a physician on behalf of the City prior to assuming such duties, and at regular intervals during his/her period of employment.

If found infected with any such contagious or infectious disease, contracted in such employ of the City, and when it can be established that such employee cared for or came in contact with a patient suffering from or an established carrier of the identical disease or with a culture collection, or aggregation of the specific infectious agent, such disease shall be deemed a personal injury arising out of and in the course of his/her employment, and such employee shall be entitled to all of the benefits to which an injured employee is entitled above. If the disease is not covered by the Workers' Compensation Act, the employee shall be compensated in accordance with Paragraph A above for a period not to exceed one year.

(3) To receive additional payment from the City, the employee must enter into a written contract with the City whereby the employee assigns to the City any rights he/she may have against any other person who may be liable to pay damages as a result of the employee's injury or disease to the amounts actually paid by the City. The City shall only be entitled to be reimbursed for the amounts actually paid. It is understood that the employee specifically retains any and all claims against third parties for such injuries or disease which shall be in excess of amounts actually paid by the City.

(4) No payments in addition to Workers' Compensation shall be paid when the personal injury shall have been caused by the willful and serious misconduct of the injured employee or by his/her intoxication or the improper or excessive use of drugs.

(5) Injuries arising out of and in the course of employment shall be reported forthwith by the employee to his/her department head, or some person representing him/her, who, in turn, shall make a full report on prescribed form to the Director of Human Resources and other City authorities designated to handle compensation matters.

Effective November 1, 1999, bargaining unit members shall be covered under a workers' compensation managed care plan as approved by the State Workers' Compensation Commission, as presented to the Union during negotiations and as administered through the City's Insurance Carrier.

B. *Jury Duty:* For required jury or any other civic duty requiring appearance before a court or other public body. Such employees shall receive that portion of their regular salary which will, together with their jury pay or fees, equal their total salary for the same period.

C. *Conventions:* Six (6) duly accredited delegates of the Union, and not more than one (1) duly accredited delegate from each veteran's organization shall be granted leaves to attend state and national conventions of such organizations for a period not to exceed the length of such conventions plus one (1) additional day for travel to national conventions when required. The organization involved agrees to give the Director of Human Resources a list of the delegates and provide the dates and location of the convention.

D. *Training:* With the approval of the Director of Human Resources, leave with pay may also be granted by a department head for the purpose of allowing a regular employee to engage in official training courses or to participate in other official activities.

E. *Military Training:* Any employee who is a member of the National Guard, Naval Militia, or other reserve forces of the United States, and is required to undergo field training therein, shall be entitled to a leave of absence with pay for the period of such field training to a maximum of one (1) month, provided the amount of compensation paid to such employee for such leave of absence shall be the difference between his/her compensation for military activities as shown by a statement by military authorities giving his/her rank, pay and allowances and the amount of salary or wages due as an employee of the City. If the compensation for military service is equal to or greater than the salary or wages due as a City employee for the period covered by such military leave, then no payment shall be made, except that normal payroll deductions for pension and insurance purposes shall be paid by the City during such leave.

F. *Bereavement:* Five (5) days special leave with full pay shall be granted for the death of an employee's spouse, child, parent, brother, sister, mother-in-law or father-in-law or domestic partner. Two (2) days special leave with pay shall be granted for death of an employee's grandparent, son-in-law, daughter-in-law, grandchild, brother-in-law, sister-in-law, or any relation who is domiciled in the employee's household.

SECTION 10.08 LEAVES OF ABSENCE WITHOUT PAY

A. A department head, with the approval of the Director of Human Resources, may grant an employee a leave of absence without pay for a period not to exceed one (1) year for travel or study. Such leave shall be granted only when it will not result in undue prejudice to the interest of the City as an employer beyond any benefits to be realized. No leave without pay shall be granted except upon written request of the employee and a guarantee by the employee that he/she will serve the City for at least one (1) year after return from such leave. Whenever granted, such leave shall be approved in writing and signed by the department head and a copy filed with the Director of Human Resources and the Union President.

B. Upon expiration of a regularly approved leave without pay, the employee shall return to work in the position held at the time leave was granted. Failure on the part of an employee on leave to report promptly at its expiration, without good cause, shall be considered as a resignation. No such leave shall be granted primarily in the interest of the employee except in the case of one who has shown by his/her record of service or by other evidence to be of more than average value to the City and whose service it is desirable to retain even at such sacrifice.

C. Leaves of absence without pay may also be granted for a period of up to three (3) months upon written application to the Director of Human Resources stating reason for the request and with his/her prior approval.

D. Leaves of absence without pay shall, upon request, be granted to any employee in order to serve in a Union position.

SECTION 10.09 PROCEDURE IN REQUESTING LEAVES

An employee requesting a leave of absence for any reason other than sick leave must fill out a request form and submit it to his/her department. Requests requiring the approval of the Director of Human Resources will be forwarded to the Department of Human Resources. Requests for vacation leave must be made far enough in advance to allow time to carry out this procedure.

SECTION 10.10 HOLIDAYS

The following holidays shall be observed as days off with full pay:

- | | |
|------------------|------------------------|
| Good Friday | Thanksgiving Day |
| Memorial Day | Christmas Day |
| Independence Day | New Year's Day |
| Labor Day | Martin Luther King Day |
| Veterans Day | Lincoln's Birthday |
| Columbus Day | Washington's Birthday |

Employees shall receive one (1) day's pay for each of the holidays listed above on which they perform no work provided the employee is on the payroll the day before and the day after the holiday unless excused in advance.

Whenever the holidays listed above shall fall on a Sunday, the following Monday shall be observed as the holiday.

Whenever the holidays listed above shall fall on a Saturday, the preceding Friday shall be observed as the holiday.

In addition to holiday pay, the employee shall receive two (2) times the regular hourly rate of pay for work performed on a holiday as follows:

- a. If the employee works on both the actual and the observed holiday, two (2) times the regular hourly rate of pay will be paid on the actual holiday and one and one-half (1½) times the regular hourly rate of pay on the observed holiday.
- b. If the employee works on either the actual or the observed holiday, the employee will be paid two (2) times the regular hourly rate of pay for the day worked.
- c. In a week involving a holiday, employees on a work schedule other than Monday through Friday may have five (5) scheduled work days that include neither an actual nor observed holiday. In such cases each employee, with the department head's prior approval based on staffing needs, may elect to take a regular work day off with pay during such week or the following week in lieu of receiving holiday pay.

SECTION 10.11 FLOATING HOLIDAYS

Effective July 1, 1995, and on each July 1st thereafter, two (2) floating holidays shall be granted to employees who have been employed by the City for the entire previous fiscal year.

Holiday leave under this Section shall be granted by mutual agreement between the employee and the department head. Employee preference for holiday leave shall be granted on the basis of seniority by class. With the approval of the department head, the two (2) floating holidays may be taken on consecutive days.

The two (2) floating holidays provided under this Section must be used within the fiscal year in which they are granted. They cannot be accrued and carried over to the next fiscal year.

**ARTICLE XI
SEPARATIONS**

SECTION 11.00 LAYOFF

A. Order of Layoff: Layoffs shall be made within the department affected, by classification and seniority by total length of full-time service with the City. No probational or permanent full-time employee shall be laid off while any part-time seasonal or temporary employee is still employed in the same class. No regular full-time employee shall be laid off while another person is employed on a probationary basis in the same class. In the event of a layoff, officers and stewards of the Union shall have superseniority.

B. Notice of Layoff: A department head shall give written notice to the employee and to the Union of any proposed layoff and the reasons therefore at least fourteen (14) calendar days prior to the effective date of such action.

C. Recalls: On recall after layoff, the last employee laid off shall be the first (1st) employee recalled. No new employee shall be hired in the class until all full-time and probationary employees have been recalled to work. Employees laid off shall have two (2) years recall rights.

D. Ties in seniority will be broken by a review of the employees' attendance records for the twelve (12) months preceding the notice of layoff. Such review shall exclude legitimate Workers' Compensation claims, long term illnesses and bereavement leave.

SECTION 11.01 DISCHARGE

The City may discharge an employee for just cause. In doing so, the City must notify the employee and the Union in writing of the action against him/her. Any discharged employee who has completed his/her probationary period shall have the right to appeal his/her discharge starting at Step 3 of the grievance procedure and to have Union representation provided such appeal is made within ten (10) working days of the effective date of such action.

SECTION 11.02 RESIGNATION

To resign in good standing an employee must give the appointing authority at least fourteen (14) calendar days prior notice unless the appointing authority, because of extenuating circumstances, agrees to permit a shorter period of notice. A written resignation shall be supplied by the employee to the appointing authority giving reasons for leaving.

The resignation shall be forwarded to the Director of Human Resources with a statement by the appointing authority containing pertinent information concerning the cause for resignation. The Director of Human Resources shall supply the Union with a copy of such resignation upon request.

Failure to comply with this rule shall be entered on the service record of the employee and may be cause for denying future employment by the City. The resignation of an employee who fails to give notice shall be reported to the Director of Human Resources by the department head immediately.

The Director of Human Resources may take steps to verify reasons for the resignation; he/she shall notify the employee in writing as to the acceptance of his/her resignation and shall notify the Finance Department of the effective date of the resignation. The City, upon request of the Union, will send a copy of the above letter to the president of the Union.

Permanent employees with a satisfactory record of service who resign their position may, on written request, withdraw such resignation within one (1) year from the effective date thereof and be placed on appropriate lists providing for consideration for re-employment in the same or comparable classification to the one resigned. The ranking of such employees on the list will be based on the same factors used for employees separated from the service. The eligibility of all candidates on re-employment lists will expire two (2) years from the date on which they became entitled to the re-employment rights.

ARTICLE XII DISCIPLINE

A. The City shall have the right to discipline employees for just cause. All disciplinary actions shall be applied in a fair manner and shall not be inconsistent with the infraction for which the disciplinary action is being applied.

B. Off duty misconduct by an employee which constitutes a misdemeanor and which does not adversely impact the employee's ability to perform his/her job and which does not reflect on the City as employer shall not be cause for discipline.

C. No demotion shall be made as a disciplinary action unless the employee to be demoted is eligible for permanent employment in the lower class and no employee shall be demoted if a permanent employee in the lower class would be laid off by reason of this action.

D. Except for probationary employees, all suspensions and discharges must be stated in writing with reason given and a copy given to the employee and mailed to the Union President at the time of suspension or discharge.

E. An employee who has completed his/her probationary period may appeal any disciplinary action through the grievance procedure and the Union may file to arbitration.

ARTICLE XIII GRIEVANCE PROCEDURE

Any grievance or dispute which may arise between the parties concerning the application, meaning or interpretation of this Agreement, unless specifically excluded by this Agreement, shall be settled in the following manner:

Step 1. The aggrieved employee, who may be represented by a representative of the Union, shall present the facts to his/her immediate supervisor within twenty (20) days of the date on which the grievance or dispute arose, who shall render the decision to the employee and the Union representative within ten (10) working days from the day the grievance was presented.

Step 2. If the grievance is not resolved in Step 1, the employee or Union representative shall reduce the grievance to writing within fifteen (15) working days and present it to the department head. It shall include:

- a. A statement of the grievance and the facts involved.
- b. The alleged violation of the agreement, specifying the date of the violation and provision of the contract being violated.
- c. The remedy requested.

The department head shall arrange a meeting with all parties concerned present, to review the facts within ten (10) working days of receipt of the grievance and shall notify the employee and the Union representative of his/her decision in writing within fifteen (15) working days from the day the grievance was submitted to him/her. During this meeting, the Union shall be allowed no more than two (2) official representatives, not including the Union President or the staff representative from Council 4. This limit shall not include employees present as witnesses.

Step 3. If the grievance is not resolved in Step 2, the employee or the Union representative shall present it to the Director of Human Resources within ten (10) working days after the decision of the department head is received. If requested by the employee or the Union, or if he/she so determines, the Director of Human Resources or his/her designated representative shall meet with the interested parties no later than ten (10) working days after the receipt of the grievance and in any case shall render his/her decision in writing within fifteen (15) working days of receipt of the grievance. During this meeting, the Union shall be allowed no more than two (2) official representatives, not including the Union President and the Staff Representative from Council 4. In addition, this limit shall not include employees present as witnesses. A copy of this decision will be forwarded to the grievant and to each Union representative present at the hearing.

Step 4. If the Union is not satisfied with the decision rendered in Step 3, it may submit the grievance to the State Board of Mediation and Arbitration for either mediation or arbitration. Such filing shall be made by the Union only and must be accomplished within twenty (20) working days of receipt of the Step 3 decision. The Union must simultaneously notify the Director of Human Resources of the filing.

If the grievance is submitted for mediation and remains unsettled following mediation, the Union may submit the grievance to arbitration. Such submission must be made within thirty (30) days after the first (1st) meeting with the mediator and notice of such filing must be made simultaneously to the Director of Human Resources.

The State Board of Mediation and Arbitration shall act on such request in accordance with its rules and procedures. Said Board shall be limited to the expressed terms of the contract and shall not have the power to modify, amend or delete any terms or provisions of the Agreement or to render a decision contrary to law. Failure of either party to insist upon compliance with any provisions of the Agreement at any given time or times under any given set or sets of circumstances shall not operate to waive or modify such provisions, or in any manner whatsoever to render it unenforceable, as to any other time or times or as to any other occurrence or occurrences, whether the circumstances are, or are not, the same.

Nothing in this article is intended to prohibit the City from processing a grievance through the grievance procedure up to and including arbitration. Any such grievance shall be submitted first (1st) to the Union President. If not satisfactorily resolved within two (2) weeks of its submission, the City may submit the grievance to the State Board of Mediation and Arbitration.

ARTICLE XIV GENERAL PROVISIONS

SECTION 14.00 BULLETIN BOARDS

The City will furnish and maintain suitable bulletin boards in convenient places in each work area to be used by the Union. The Union agrees that material posted will not contain propaganda against or attacks upon the City, any department or agency, or any official thereof. All materials posted shall be in good taste.

SECTION 14.01 UNION ACTIVITIES

The City agrees that the Union official or steward shall have a reasonable time during working hours without loss of pay for the investigation and adjustment of local union business, provided that he/she shall request permission from his/her supervisor to absent himself from his/her work area. Permission to absent himself from his/her work area may be withheld by the supervisor only because of operating requirements but in no event later than the start of the next regular shift of the Union officer or steward. The Union agrees that the complaint will be handled as quickly as possible.

The City agrees that the Union President will be paid for time spent in handling local union business during his/her regularly scheduled working hours, provided such time does not exceed sixty (60) hours in any one month and provided he/she informs his/her supervisor at least twenty-four (24) hours in advance when it is necessary for him/her to absent himself from his/her work area for attendance at such meetings; and provided further that the supervisor may release the Union President without twenty-four (24) hours advance notice if operating requirements permit. The Union President must indicate on his/her time record that such time was spent handling local union business during his or her regularly scheduled working hours and provide a quarterly report of such hours to Human Resources.

The internal business of the Union shall be conducted during the non-duty hours of the employee involved.

Union officials may attend meetings for the purpose of negotiations during working hours without loss of pay.

Union officials may attend meetings during working hours without loss of pay when such meetings are requested or approved by the Director of Human Resources.

SECTION 14.02 VISITS BY UNION REPRESENTATIVES

Accredited representatives of the American Federation of State, County and Municipal Employees shall have reasonable access to the premises of the employer provided that he/she notifies the supervisor in the work area of the reasons for his/her presence when he/she arrives.

SECTION 14.03 WORK RULES

A. All existing reasonable work rules shall remain in effect, except to the extent that any provision thereof may be superseded by a provision or provisions of this Agreement, in which event this Agreement shall control.

B. The City may change the existing reasonable work rules and establish new reasonable work rules, provided, however:

1. That no such changes or new rules shall override or contradict any provision of this Agreement.

2. That the Union shall be notified in writing promptly upon the determination of the City to propose such changes or new rules.

3. That the Union may present its position on such changes or new rules at a meeting with the City, provided, however, that when operating requirements make it necessary, such meeting may occur during the posting period, and

4. When such changes or new rules are established, they shall be posted prominently on all bulletin boards for a period of ten (10) consecutive working days before becoming effective.

C. For the purpose of this Agreement, the term “work rules” shall apply to all reasonable rules relating to the employee’s conduct and the manner of performance on the job.

SECTION 14.04 INFORMING EMPLOYEES

As soon as practicable after the signing of this Agreement, the City will provide the Union with copies of the Agreement to distribute to each employee in the bargaining unit and fifty (50) additional copies to the Union President.

SECTION 14.05 SAFETY

The City/Union Safety Committee shall meet monthly to review and recommend safety and health conditions. Members of the Safety Committee, when attending Committee meetings shall do so without loss of pay.

The City and the Union further agree to the rules and regulations of Conn-OSHA and any violation of a specific Conn-OSHA regulation as determined by the Safety Committee shall be

promptly reported by the Director of Human Resources to Conn-OSHA with a copy to the Chief Operating Officer unless the violation has been corrected within a reasonable period of time.

The Safety Committee shall consist of nine (9) members. Four (4) members shall be appointed by the Union President and four (4) members shall be appointed by the Chief Operating Officer. The ninth (9th) member shall be the Safety Analyst of the City of Hartford. The members shall elect a chairperson at the beginning of the fiscal year. All appointed members shall serve for one (1) year and their appointments may be renewed.

SECTION 14.06 UNIFORMS

The City will furnish each operational employee with summer weight and winter weight uniforms as appropriate, in the following manner:

- A. Department of Public Works
 - 1. Waste Collection
 - 2. Equipment Maintenance Division
 - 3. Street Services
 - 4. Skilled Trades and Helpers
 - 5. Sign Shop
- B. Parks and Recreation Department
 - 1. Park Maintenance Division
- C. Police Department Parking Meter Servicers
- D. Civic Center Maintenance Work

The City will furnish one (1) pair of safety shoes every other year to all bargaining unit employees in the divisions listed below that are engaged in laboring, equipment or inspectional operations. In situations of immediate need, reviews will be done on a case by case basis to determine if a new pair of safety shoes is warranted.

- A. Public Works Department
 - 1. Waste Collection
 - 2. Equipment Maintenance
 - 3. Street Services
 - 4. Facilities Services
 - 5. Parks
- B. Licenses and Inspections Division
 - 1. Building Inspectors
 - 2. Housing Inspectors
 - 3. Rodent Control

C. Police Department
1. Parking Meter Servicers

These employees must wear their safety shoes while on duty or will be subject to disciplinary action.

The City will provide employees who are required to work outside in inclement weather with foul weather gear.

The City will provide one (1) pair of foul weather boots to employees in waste collection as necessary. Such boots are to be returned in order to receive a new pair under this provision.

Building and Trades Inspectors in the Department of Licenses and Inspections will be issued three-quarter (¾) length protective coats to be used when inspecting damaged structures or buildings under construction.

Public Works employees who are assigned the responsibility of handling dead animals will be furnished with appropriate protective clothing such as gloves, aprons and foul weather boots.

All employees who receive uniforms under this Section will be required to wear such uniforms during work hours.

SECTION 14.07 BARGAINING UNIT WORK

All work customarily performed by the employees of the bargaining unit shall continue to be so performed unless there is no bargaining unit member available. This does not limit the provisions of Article II of the Agreement, but the City agrees it will not lay off employees except for lack of work or funds.

The City retains the right to subcontract the maintenance of bocce fields and cricket courts. Additionally, the Youth Corp may assist in performing bargaining unit work, unless and until any bargaining unit member in the Parks Division is laid off, at which time the City must cease use of the Youth Corp.

SECTION 14.08 LONGEVITY

Longevity payments to all full-time employees in the bargaining unit (excluding temporary, seasonal part-time, and per diem employees) shall be based on the following scale:

<u>Aggregate Years of Service</u>	<u>Total Annual Longevity Payment</u>
6 years but less than 10 years	\$125
10 years but less than 15 years	\$175
15 years but less than 20 years	\$250
20 years or more	\$350

Time spent in the armed forces of the United States (i.e., Army, Navy, Air Force, Marine Corps, and Coast Guard) while on leave from the City, shall be included in determining the number of aggregate years of service.

The date used to determine eligibility for longevity payments shall be July 1st of each and every year; provided, however, that the annual earned longevity payment shall be due and payable in one (1) lump sum payment on December 1st of each and every year only to those employees who are in active service on said December 1st and to those employees who have retired in the period between the determination of their eligibility on July 1st and the date of payment on December 1st.

Said longevity payments shall not affect the annual increment to which an employee is entitled but are compensation for continued and faithful service to the City.

SECTION 14.09 SHIFT DIFFERENTIALS

Employees regularly working on a shift other than the regular day shift shall receive a shift differential of five percent (5%) for the second (2nd) shift and seven percent (7%) for the third (3rd) shift. The provision shall not apply to night cleaning staffs in City buildings. For the purposes of this Section, any shift beyond 5:00 p.m. will be considered the second (2nd) shift. Any shift beyond 1:00 a.m. will be considered the third (3rd) shift.

Any shift differential paid to an employee for his/her regular shift shall be included in computing premium rates for overtime.

Employees on any split shift or rotating split schedule on a seven (7) day basis that is mutually agreed to shall receive an additional seven percent (7%) on their current salary. Employees normally assigned to the third (3rd) shift will continue to receive their third (3rd) shift differential when they are temporarily assigned on a seasonal basis to the first (1st) shift.

SECTION 14.10 INSURANCE

Employees who are eligible or who become eligible for insurance coverage under existing terms and conditions shall be provided the following coverage:

A. Medical and Prescription Drug. The City will continue to provide medical and prescription drug benefits for each employee and each employee’s enrolled dependents ~~as outlined in Appendix E.~~

~~Effective July 1, 2018, the current PPO plan will be replaced with through~~ a High Deductible Health Plan (HDHP) with a Health Savings Account (HSA) as described below and outlined in Appendix E-1:

Component	In Network	Out of Network
Deductible	\$2,000/\$4,000	\$4,000/\$8,000
Co-Insurance	100%	70%

Out-of-Pocket (OOP) Max	\$3,000/\$6,000	Federal OOP Max
Prescription Drug/RX (deductible)	\$5/\$20/\$40 2x mail order Mandatory Mail Order Under State Maintenance Drug Network	\$5/\$20/\$40 2x mail order Mandatory Mail Order Under State Maintenance Drug Network
HSA Funding	50%	50% of In-Network Deductible

Prescription Drugs. Prescription drugs are treated like any other service until the deductible is met. Above the deductible, prescription drug copays are as outlined above and must be paid until the OOP Max is reached.

The City may move to the standard CVS formulary at its discretion without obligation to negotiate with the Union.

Health Savings Account. For all employees enrolled in the HDHP, the City will contribute fifty percent (50%) of the employee’s In-Network Deductible to the employee’s HSA. In Fiscal Year 2018-2019, the City’s fifty percent (50%) contribution will be paid as follows:

- Fifty percent (50%) of the City’s total contribution in July 2018;
- Twenty-five percent (25%) of the City’s total contribution in January 2019; and
- Twenty-five percent (25%) of the City’s total contribution in January 2019.

In Fiscal Year 2019-2020 and thereafter, the City’s HSA contribution will be paid in equal installments on a quarterly basis. [Notwithstanding anything herein to the contrary, effective July 2022 and thereafter, the City’s HSA contribution will be paid in equal installments on a semi-annual basis in July \(50%\) and January \(50%\).](#)

Notwithstanding anything herein that may be contrary, the City will not contribute to the HSA of any retired employee who is eligible to purchase retiree health insurance through the City by virtue of other provisions of this Collective Bargaining Agreement.

PPO True Buy-Up Option: Employees who were bargaining unit members of the Union before February 8, 2018 shall have the option to purchase the PPO plan in effect as of June 30, 2018 and outlined in Appendix E. Those employees who elect to purchase the PPO will pay the employee contribution provided below plus the difference between the cost to the City of the HDHP, including the City’s contribution to the HSA, and the PPO, as may change in each plan year. The option to purchase the PPO plan sunsets on June 30, 2021.

Employee Contributions. Effective July 1, 2013, each employee enrolled in the health coverage shall continue to pay, via payroll deduction, twelve percent (12%) of the carrier’s determined rates for their health insurance based on single, two person or family coverage under the Plan.

Effective July 1, 2018, each employee enrolled in the health coverage shall pay, via payroll deduction, thirteen percent (13%) of the carrier's determined rates for their health insurance based on single, two person or family coverage under the Plan.

Effective July 1, 2019, each employee enrolled in the health coverage shall pay, via payroll deduction, fourteen percent (14%) of the carrier's determined rates for their health insurance based on single, two person or family coverage under the Plan.

Effective July 1, 2020, each employee enrolled in the health coverage shall pay, via payroll deduction, fifteen percent (15%) of the carrier's determined rates for their health insurance based on single, two person or family coverage under the Plan.

B. HMO. The City and the Union agree that qualified Health Maintenance Organizations (HMOs) may be offered to bargaining unit members on an individual basis as such plans become available as an alternative to the City's primary plan, provided that the Union and Council 4, AFSCME agree to such HMO offering.

Any employee who enrolls in an alternative plan will pay through payroll deduction any and all costs for the selected plan that are in excess of the rates paid by the City's primary plan.

C. Dental Plan. Effective July 1, 2018 the City will provide each employee and each employee's enrolled dependents with the Full Service Dental Plan as described in Appendix E-12. Effective July 1, 2018, employees shall contribute the same percentage toward the total cost of the full service dental plan as they contribute for medical insurance as set forth above.

D. Healthy Hartford Program. The City will implement the Healthy Hartford Program which will be modeled after the State of Connecticut Plan. Employees and eligible dependents shall have until June 30, 2019 to become compliant with all age appropriate health and dental assessments and screenings. Effective July 1, 2019, non-compliance will result in an additional one hundred (\$100.00) per month supplemental charge until the month following compliance.

E. Insurance Waiver. Employees may waive receipt of City-provided health insurance to the extent allowed by law, but will receive no compensation, stipend or other consideration for said waiver.

F. Group Life Insurance. The City will pay the cost of group life insurance for all employees enrolled in such plan or who thereafter enroll in such plan according to present terms, which terms include longevity pay in determining the amount of insurance for which each employee is eligible. The employee's life insurance is approximately one and one-half (1½) times the employee's annualized wages including longevity as of July 1st in any year to a maximum of fifty thousand dollars (\$50,000). Any payment made under this provision shall be made in accordance with the terms and conditions of the group life insurance policy.

G. Coverage. All insurance coverage shall become effective as follows:

For a person employed on or before the twentieth (20th) of the month, these insurances will become effective on the first (1st) of the month following one (1) complete month of service.

For a person employed after the twentieth (20th) of the month, these insurances will become effective on the first (1st) of the month following two (2) complete months of service.

H. Survivor's Insurance. Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), the City will allow eligible survivors of an active or retired employee whose date of hire into the Union is before February 8, 2018 to purchase medical, dental and prescription drug insurance by pension deduction at the rates payable for employees who are included in the City's group plan. Said retiree health insurance coverage will be the same health insurance coverage that is offered to active employees as that coverage may change from time to time through negotiations. There will be no City contribution to the HSA. This benefit shall apply only to a surviving spouse and/or those dependent children who were covered by the City's group insurance at the time of the employee's or pensioner's death and shall be available until the spouse dies, remarries, or attains age sixty-five (65); in the case of dependent children, this benefit shall be provided until the dependent child reaches such age as outlined in federal or state law or to a minimum of age nineteen (19), or age twenty-four (24) if qualified.

Effective February 8, 2018 (the approval of the 2015-2021 Collective Bargaining Agreement), survivors of an active or retired employee whose date of hire into the Union is on or after February 8, 2018, shall not be eligible to receive or purchase any retiree health insurance coverage through the City, except as provided under COBRA.

I. Insurance Benefits for Retirees.

Employees Who Were Members of the Union Before February 8, 2018. Employees who were members of the Union before February 8, 2018 (the approval date of the 2015-2021 Collective Bargaining Agreement) and who retire on or after February 8, 2018 ("Pre-2018 Employees") shall be eligible to purchase health insurance coverage through the City. Said retiree health insurance coverage will be the same health insurance coverage that is offered to active employees as that coverage may change from time to time through negotiations. There will be no City contribution to the HSA.

The City will make partial payment for health insurance for retired Pre-2018 Employees in accordance with the following schedule:

1. For Pre-2018 Employees whose effective date of retirement is July 1, 1990, or after and who have at least twenty-five (25) years of service and are at least fifty-five (55) years of age at the time of retirement, the City will pay fifty dollars (\$50) per month toward the cost of the health insurance until the retiree reaches the age of sixty-two (62). Thereafter, beginning the first (1st) of the month following the retiree's sixty second (62nd) birthday, the City will pay the full cost of medical and prescription drug coverage (but not dental insurance) until the retiree reaches age sixty-five (65). At age sixty-five (65) the City will pay fifty dollars (\$50) per month toward the cost of the City's Major Medical Supplemental Plan for the retiree only.

2. Pre-2018 Employees who retire on or after July 1, 1990 and are at least fifty-five (55) years of age and have at least twenty-five (25) years of service at the time of retirement and who wish to withdraw from the health insurance coverage available to them under Paragraph F above, may re-enroll at any time thereafter up to age sixty-four (64) years and six (6) months in the health insurance plan available at the date of re-enrollment provided they submit evidence of insurability for themselves and any qualified dependents and are found insurable by the insurance carriers.

3. Retirees who re-enroll prior to age sixty-two (62) will be required to pay the full costs of the medical, dental and prescription drug coverage from the date of re-enrollment to age sixty-two (62). At age sixty-two (62), the costs of the medical and prescription drug coverage (but not dental) will be paid by the City for retired employees who have at least twenty-five (25) years of service and are at least fifty-five (55) years of age at the time of retirement.

4. The premium rate structure combines active employee members and eligible pensioner members into a single, composite insured group for rate purposes, in order to reduce the current monthly premiums for eligible pensioners.

5. Retiree Life Insurance. Effective July 1, 1989, the City will pay the cost of seven thousand five hundred (\$7,500) life insurance coverage for each eligible bargaining unit member who retires on or after that date.

Employees Hired Into the Union On or After February 8, 2018. Notwithstanding anything herein to the contrary, employees hired into the Union on or after February 8, 2018 (the approval date of the 2015-2021 Collective Bargaining Agreement) shall not be allowed to purchase or otherwise remain on City-provided health insurance upon retirement, except as provided under federal law.

Retiree Life Insurance. Effective July 1, 1989, the City will pay the cost of seven thousand five hundred (\$7,500) life insurance coverage for each eligible bargaining unit member who retires on or after that date.

J. Substitution of Insurance Plans. The City reserves the right to substitute alternative plans to the medical and dental insurance plans indicated in this Section; provided, however, that any substitute plan will offer a substantially comparable level of benefit to those health insurance plans already provided. The City will give the Union a copy of any proposed substitute plan and will meet with the Union Executive Board prior to implementing any substitute plan.

SECTION 14.11 RETIREMENT

The present retirement benefits as described in Chapter XVII, Section 3 of the Charter of the City of Hartford shall remain in effect from July 1, 1985 until the following provisions take effect:

Effective immediately upon approval of this Agreement by the City Council, the City and its agents, including the City Treasurer and the Pension Commission of the City of Hartford Municipal Employees Retirement Fund, shall prepare and process all documents necessary to enroll all eligible bargaining unit members in the State of Connecticut Municipal Employees Retirement System (CMERS) Retirement Plan.

Eligibility is limited to those full-time employees currently enrolled in the City's pension plan having Social Security deductions and pension deductions taken from their pay provided they otherwise meet the eligibility requirements of CMERS. New full-time employees who meet the eligibility requirements of CMERS shall be enrolled in that plan.

In accordance with the above procedure and subject to the provisions of CMERS, bargaining unit members shall become eligible for benefits under CMERS no earlier than April 1, 1986 and no later than July 1, 1986.

It is understood and agreed that, should the employer contribution for subsequent service on behalf of bargaining unit members to the CMERS plan be assessed at a rate higher than the rate the City currently pays to its MERF plan on behalf of bargaining unit members ten and seventy-seven hundredths percent (10.77%) of payroll during the term of this Agreement, the parties shall immediately reopen the for the sole purpose of negotiating the impact of such assessed employer contribution above ten and seventy-seven hundredths percent (10.77%) of payroll on the cost of the total Agreement.

The Union and the City hereby agree that should CMERS be amended to include a provision which provides normal retirement benefits to members who are municipal employees with at least twenty (20) years of service without reduction because of age ("twenty and out"), the City shall not demand impact bargaining regarding this modification to the bargaining unit members' pension plan.

Pension matters shall not be subject to the grievance procedure, but shall be subject to appeal to the courts.

Plan payments will not exceed Internal Revenue Code § 415 provisions.

SECTION 14.12 CALLBACK PAY

When an employee is called in for work outside of his/her regularly scheduled working hours, he/she shall be paid a minimum of three (3) hours at the applicable overtime rate. This provision applies only when such call back results in hours worked which are not annexed consecutively to one end or the other of the working day.

SECTION 14.13 SHIFT PREFERENCE

Shift preference will be granted on the basis of seniority within the classification as openings occur. Such preference shall be exercised first (1st) by employees within a division. If no employees within the division exercise such preference then employees within the department will be given preference by seniority.

SECTION 14.14 VACANT POSITIONS

The City agrees to provide information on the filling of new or vacant positions when requested in writing by the Union.

SECTION 14.15 SENIORITY LIST

The City shall prepare a list of employees showing their seniority in length of service with the City, and send it to the Union on December 1st of each year. New employees shall be added to this list when they complete their probationary period.

SECTION 14.16 TRAINING

The City shall establish in-service training programs from time to time to prepare present employees to advance to positions in the service requiring higher skills and more responsible duties. If such training is conducted during normal working hours, the employee shall receive his/her regular hourly rate while undergoing training. The City may require employees to attend training before or after their normal working hours. In such cases, employees shall be compensated at the appropriate overtime rates.

In the selection of trainees, qualified applicants will be determined by the employee's expression of interest, aptitude, and work record. From the qualified applicants, assignments to training will be in order of seniority.

It is understood and agreed that should the City elect to establish an apprenticeship program for skilled trades such program will be discussed with the Union prior to its establishment.

The City and Union recognize the need to provide training and job opportunities for the disadvantaged. For this purpose, trainees may be appointed and paid in accordance with the terms of any State or Federal law or program applicable during the terms of this Agreement.

No trainee shall displace any regular member of the bargaining unit nor be included in the bargaining unit while in training status. The Union will be notified of new programs, the number of trainees involved, and the length of the training program.

SECTION 14.17 MEAL ALLOWANCE

Employees engaged in snow and ice activities on an overtime basis shall receive a meal allowance on the following basis:

(a) If an employee works more than one hour before his/her regular shift, he/she shall receive a meal allowance of two dollars and fifty cents (\$2.50). He/she shall also receive an additional meal allowance of two dollars and fifty cents (\$2.50) for each additional period of four (4) hours before his/her regular shift, but in no event shall he/she receive two (2) meal allowances for the first (1st) two (2) periods if he/she works less than eight (8) hours overtime.

(b) If an employee works more than two (2) hours beyond his/her regular shift, he/she shall receive a meal allowance of six dollars (\$6). He/she shall also receive an additional allowance of six dollars (\$6) for each additional period of four (4) hours after his/her regular shift, but in no event shall he/she receive two (2) meal allowances for the first (1st) two (2) periods if he/she works less than eight (8) hours overtime.

SECTION 14.18 MILEAGE

Any employee required to use their own personal vehicle for City business shall be reimbursed the current I.R.S. rate per mile for each mile driven for such City business.

SECTION 14.19 BENEFITS FOR PART-TIME EMPLOYEES

Premium pay and other fringe benefits in this Agreement apply only to full-time permanent employees; however, the other employees who do not hold another job in the bargaining unit and who have worked seven hundred and fifty (750) hours or more ~~in the fiscal year prior to July 1st between June 1st and May 31st~~, shall be entitled to the following benefits:

1. Overtime at one and one-half (1½) times the regular hourly rate of pay for any hours exceeding eight (8) hours per day and forty (40) hours per week.

~~2. Ten (10) one-half (½) days of vacation, which shall be accumulated and credited on July 1st of each year.~~

~~23. Five (5) one-half (½) days in lieu of holidays which shall be accumulated and paid to each eligible part-time employee in July of each fiscal year credited on July 1st of each year and which shall be used and administered in the same way as additional vacation.~~

Part-time employees who work more than nine hundred and fifty (950) hours in any fiscal year will be paid an additional twenty-five cents (25¢) per hour for all hours worked in excess of nine hundred and fifty (950) hours for that fiscal year and for all hours worked in the following fiscal year in lieu of any benefits other than those provided in this Section.

Should a part-time employee who qualifies for this additional payment fall below nine hundred and fifty (950) hours worked in any fiscal year, then the following fiscal year no additional payment will be made until and unless the part-time employee exceeds nine hundred and fifty (950) hours worked in that fiscal year.

A part time employee who qualifies for the additional payment as provided herein shall also be entitled to grieve a suspension or discharge in accordance with this Agreement should such action be taken at any time during which the part time employee is receiving the additional payment.

Part-time employees who have worked at least seven hundred and fifty (750) hours in the preceding fiscal year will have their names placed on appropriate eligible lists for full-time positions in the same class in the order of their hours worked in that fiscal year. Such lists shall be considered prior to any promotional or open competitive lists and will expire on June 30th of each year. Part-time

and seasonal employees working in the classification of Maintainer 1 or in a classification in the City's Recreation Division who work a minimum of four hundred and eighty (480) hours in the previous quarter of the fiscal year will have their names placed on appropriate eligible lists for full-time positions in the same class in the order of their hours worked in the previous quarter. Such lists shall be considered prior to any promotional or open competitive lists and will expire one (1) year from the date on which it was established.

The parties agree to incorporate the new sick leave state law. Part-time employees who work six hundred and eighty (680) hours between June 1st and May 31st shall be credited with forty (40) hours of vacation leave, which is the equivalent of ten (10) half days of vacation leave. This accrued vacation leave may be used for sick or vacation leave purposes and must be used in no less than one (1) hour intervals. In addition, eligible part-time employees will be allowed to carry over from one (1) fiscal year to the next fiscal year up to a maximum of forty (40) hours. At no time, can the vacation carryover be more than forty (40) hours.

SECTION 14.20 EMPLOYEE PARKING

The City agrees to discuss employee parking with the Union in the event present status changes.

SECTION 14.21 PROMOTIONAL EXAM REJECTION APPEAL

An employee whose application for a promotional competitive examination is rejected shall have the right to appeal such rejection with the Director of Human Resources. The appeal must be filed in writing within five (5) working days of receipt of the rejection letter.

If requested by the employee, or if he/she so determines, the Director of Human Resources or his/her designated representative shall meet with the interested parties no later than ten (10) working days after receipt of the appeal and in any case shall render his/her decision in writing within fifteen (15) working days of receipt of the appeal. The decision of the Director of Human Resources shall be final and shall not be subject to any other grievance procedure or process.

SECTION 14.22 NEW EQUIPMENT

Whenever the City introduces new equipment which is significantly distinct from existing equipment, the City shall, upon request of the Union, negotiate concerning the proper pay rate for operation of such equipment. The effective date of such pay rate shall be the date the equipment was first operated by bargaining unit members.

SECTION 14.23 PERSONNEL RULES AND REGULATIONS

No provision of the City's Personnel Rules and Regulations which apply to collective bargaining matters and which are amended, deleted or added during the term of the Agreement shall be binding on bargaining unit members unless such changes have been specifically agreed to, in writing, by the Union.

**ARTICLE XV
EMERGENCY TELECOMMUNICATIONS DISPATCHERS
AND CALL TAKERS**

1. Emergency Telecommunications Call Taker. Effective [Insert Date] (the pay period following the approval of the Tentative Agreement), there will be a new job classification within the Local 1716 bargaining unit of Emergency Telecommunications Call Taker (hereinafter, “Call Taker”).

a. Effective [Insert Date] (the pay period following the approval of the Tentative Agreement), the Call Taker salary schedule will be as outlined below and in Appendix F:

	<u>Completion of Training</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
<u>Trainee</u>	<u>Base</u>	<u>1/2 Year</u>	<u>1 Year</u>	<u>1 1/2 Years</u>	<u>2 Years</u>	<u>3 Years</u>	<u>4 Years</u>
<u>\$800.00</u>	<u>\$824.00</u>	<u>\$848.00</u>	<u>\$872.00</u>	<u>\$896.00</u>	<u>\$920.00</u>	<u>\$944.00</u>	<u>\$968.00</u>
<u>\$41,600.00</u>	<u>\$42,848.00</u>	<u>\$44,096.00</u>	<u>\$45,344.00</u>	<u>\$46,592.00</u>	<u>\$47,840.00</u>	<u>\$49,088.00</u>	<u>\$50,336.00</u>

a.b. There shall be a maximum of ten (10) full-time Call Takers on staff in Emergency Services & Telecommunications Department. At least one (1) Emergency Telecommunications Dispatcher (hereinafter, “ETD”) shall be assigned in either a Call Taker position or the EMS position on every shift.

b.c. Call Takers shall be required to satisfactorily complete a six-month probationary period, after which time the employee will be placed on a promotional eligible register for the position of ETD Trainee. If the Call Taker elects not to accept a position as an ETD Trainee, or is not selected for the position of ETD Trainee, they may remain in their position as Call Taker.

e.d. In the event of layoffs, Call Takers must be laid off before any ETD or ETD Trainee.

d.e. Overtime shall be assigned through the current process, with Call Takers, ETDs, and ETD Trainees on one eligibility list.

2. Referral Bonus. Full-time members of Local 1716 will be eligible for a referral bonus of \$500 per new ETD and \$250 per new Call Taker, to be paid after the new employee completes their probationary period. Candidates will indicate who referred them to the position on their job application, which will be the sole determining factor with respect to entitlement to a referral bonus pursuant to this paragraph. In any instance where an applicant indicates that more than one individual referred the candidate, all listed employees will receive an equal percentage of the applicable referral bonus.

**ARTICLE XVI
SAVING CLAUSE**

If any section, sentence, clause or phrase of this Agreement shall be held for any reason to be inoperative, void, or invalid, the validity of the remaining portions of this Agreement shall not be affected thereby, it being the intention of the parties in adopting this Agreement that no portion thereof, or provision herein shall become inoperative or fail by reason of the invalidity of any other portion or provision.

**ARTICLE XVII
ENTIRE AGREEMENT**

The foregoing constitutes an entire agreement between the parties and no verbal statement shall supersede any of its provisions. It is understood and agreed that all matters subject to collective bargaining between the parties have been covered herein and that it may not be reopened for change in its items or addition of new subject matters except by mutual agreement.

**ARTICLE XVIII
DURATION**

The duration of this Agreement shall extend from July 1, 2015~~21~~ through ~~June 30, 2021~~December 31, 2024, and shall continue in effect thereafter unless amended, modified or terminated in accordance with this Section. Either party wishing to amend, modify or terminate this Agreement must so advise the other party in writing no later than one hundred fifty (150) days prior to the expiration of this Agreement and begin negotiations no later than one hundred twenty (120) days prior to the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused to be signed and sealed this Agreement and a like copy of this ____ day of _____, 2022.

CITY OF HARTFORD

**LOCAL 1716, COUNCIL 4 OF THE AMERICAN
FEDERATION OF STATE, COUNTY AND
MUNICIPAL EMPLOYEES, AFL-CIO**

By: _____
Luke A. Bronin, Mayor

By: _____
Its President

By: _____
Its Executive Vice President

By: _____
Its Secretary

By: _____
Its Treasurer

By: _____
Its Council 4 Staff Representative

APPENDIX A BARGAINING UNIT

This Agreement applies to all employees in classes listed in the Classification Plan as designated in Appendix B and excludes all employees in classes listed in the certification by the Connecticut State Board of Labor Relations issued June 29, 1966 as amended.

Classes created or revised after January 17, 1966 shall be included or excluded from the bargaining unit in accordance with the provisions of this Agreement and Public Act 159 of the General Assembly, as amended.

Employees who are designated as part-time and who work seven hundred and fifty (750) hours or more in any fiscal year, will be subject to the Agency Shop provision of this Agreement.

The inclusion of newly established non-professional and non-supervisory classifications will be a subject for negotiations between the City and the Union. The City shall notify the Union of any such newly established classification in the classified service, and shall state whether or not it believes such classification should be included in the bargaining unit. The Union shall have thirty (30) calendar days within which it may claim bargaining unit eligibility of the classification.

Any dispute on whether a newly established classification is to be included or excluded from the bargaining unit will be submitted to the Connecticut State Board of Labor Relations to resolve such dispute. If a newly established classification is determined to be a part of the bargaining unit such classification shall be included as part of the bargaining unit without having to resort to an election.

**APPENDIX B
SHIFT EXCEPTIONS**

The following are shifts in exception of those listed in Section 10.00, paragraph three.

PUBLIC WORKS DEPARTMENT

Building Operations:

9:30 a.m. - 6:00 p.m.	Building Attendant
	Building Custodian
6:30 a.m. - 2:30 p.m.	Building Custodian
2:30 p.m. - 9:30 p.m.	Building Custodian
1:00 p.m. - 9:00 p.m.	Building Custodian
12:00 p.m. - 8:00 p.m.	Lead Custodian
6:00 a.m. - 2:00 p.m.	Building Custodian

Street Cleaning:

2:00 p.m. - 10:00 p.m.	Dumpster Drivers
6:30 a.m. - 3:30 p.m.	Laborers and Drivers
5:00 a.m. - 2:30 p.m.	Dumpster Driver
2:30 p.m. - 10:30 p.m.	Dumpster Driver

Central Equipment Maintenance:

12:00 p.m. - 8:30 p.m.	Heavy Equipment Mechanic
	Automotive Mechanic
	Automotive Servicer

Land Fill:

6:00 a.m. - 2:30 p.m.	Weigher
	Heavy Equipment Operator
	Sanitation Laborer

Street Services:

6:30 a.m. - 3:00 p.m.	Public Works Dispatcher
-----------------------	-------------------------

Refuse Collection:

6:30 a.m. - 3:00 p.m.	Assistant Sanitation Section Leader
	Sanitation Laborer

Golf Courses:

6:30 a.m. - 3:00 p.m.	Laborer
Saturdays, Sundays & Holidays	Semi-Skilled Laborer
	Light Truck & Tractor Operator
	Assistant Park Operations Section Leader

EMERGENCY SERVICES AND TELECOMMUNICATIONS

7:30 a.m. - 3:30 p.m. <i>(Mon. - Fri.)</i>	Police Communications Operator
10:00 a.m. - 6:00 p.m. <i>(Sun. - Thurs.)</i>	Police Communications Operator
3:30 p.m. - 11:30 p.m. <i>(Sun. - Tues.; and Fri. and Sat.)</i>	Police Communications Operator
6:00 p.m. - 2:00 a.m. <i>(Tues. - Sat.)</i>	Police Communications Operator

7:30 a.m. - 3:30 p.m.	Emergency Telecommunications Dispatcher
10:00 a.m. - 6:00 p.m.	Emergency Telecommunications Dispatcher
3:30 p.m. - 11:30 p.m.	Emergency Telecommunications Dispatcher
6:00 p.m. - 2:00 a.m.	Emergency Telecommunications Dispatcher
11:30 p.m. - 7:30 a.m.	Emergency Telecommunications Dispatcher

Emergency Telecommunications Dispatchers and Police Communications Operators who regularly work a shift that extends beyond the normal first (1st) shift hours shall be paid a five percent (5%) shift differential.

Emergency Telecommunications Dispatchers and Police Communications Operators who regularly work a shift that extends beyond the normal second (2nd) shift hours shall be paid a seven percent (7%) shift differential.

POLICE DEPARTMENT

6:00 a.m. - 2:00 p.m.	Supply Clerk
10:00 a.m. - 6:00 p.m.	Supply Clerk

Supply Clerks in the Police Department working the above shifts in combination with normal shifts in a work week shall receive a shift differential of seven percent (7%) for the entire work week.

HEALTH & HUMAN SERVICES DEPARTMENT

7:00 a.m. - 8:00 p.m.
12:00 p.m. - 12:00 a.m.

Family Planning Unit
AIDS Outreach Program

DEPARTMENT OF FAMILIES, CHILDREN, YOUTH & RECREATION

Recreation Leaders work varying schedules, Monday through Friday, as follows:

A. September to April (approximately thirty (30) weeks):

1. 2:45 p.m. to 9:00 p.m. plus
9:00 a.m. to 12:00 p.m., Thursday morning
2. 6:00 p.m. to 9:00 p.m. during school vacation periods

April to June & the last part of September (approximately twelve (12) weeks):

1. 11:00 a.m. to 6:00 p.m.
2. 1:00 p.m. to 8:00 p.m.

June to September (approximately ten (10) to eleven (11) weeks):

1. 10:00 a.m. to 5:00 p.m.
2. 2:00 p.m. to 9:00 p.m.

According to daylight hours the above schedules may be varied by one half (½) hour.

APPENDIX C
ETD'S SHIFT BID

It is understood and agreed that Emergency Telecommunications Dispatchers employed in the Emergency Services and Telecommunications Department are permitted to bid, in accordance with departmental administrative procedures, to any shift of their choice prior to the beginning of each of the Department's eighty-four (84) day shift cycles.

It is understood and agreed that the shift assignments will be made on the basis of seniority, provided however, that the Police Chief may, at his/her discretion, reserve up to five (5) positions per shift for bilingual (Spanish/English) skilled Emergency Telecommunications Dispatchers to assure that the Communications Center is properly staffed to respond to calls from the Spanish speaking population in Hartford.

It is understood and agreed that this bid shift procedure does not affect management's right to transfer employees if such changes are determined by the Director of Emergency Services and Telecommunications or his/her designees to be in the best interest of the employee and/or the Department.

It is finally understood and agreed that if an employee fails to submit a bid on a shift, or if the employee has insufficient seniority to qualify for his/her preferred shift(s), such employee may be assigned to any shift at the department's discretion. Shift assignments made in accordance with this Appendix shall be for the duration of the eighty-four (84) day department shift cycle.

APPENDIX D
DRUG TESTING AND DETECTION COMMITTEE

It is understood and agreed that a Drug Testing and Detection Committee will be formed no later than the first (1st) of the month following the approval of the 1994-1996 Agreement by the Court of Common Council. The Committee will meet to discuss and determine methods and procedures to insure a drug free workplace for City employees. The Union President shall appoint three (3) bargaining unit members to the committee and the Director of Human Resources shall appoint three (3) persons to the committee.

APPENDIX E

MEDICAL AND PRESCRIPTION DRUG

Effective August 1, 2009)

Benefits at a Glance

	In-Network <i>You Pay:</i>	Out-of-Network <i>You Pay:</i>
Office Visit Copayment	\$20	Deductible & Coinsurance
Hospital Copayment	\$150 Copayment	Deductible & Coinsurance
Emergency Room Copayment— <i>waived if admitted</i>	\$100	\$100
Outpatient Surgery Copayment	No Charge	Deductible & Coinsurance
Annual Deductible (<i>Individual/2 Member Family/3+ Member Family</i>)	Not Applicable	\$250/\$500/\$500
Coinsurance		20% after deductible up to
Coinsurance Maximum (<i>Individual/2 Member Family/3+ Member Family</i>)		\$1,250/\$2,500/\$2,500
Lifetime Maximum	Unlimited	Unlimited
Human Organ Transplant Lifetime Maximum	Unlimited	Unlimited

PREVENTIVE CARE

Well Child Care* — <i>Birth to 35 months</i> — <i>3 Years to 17 Years</i>	No Copayment	Deductible & Coinsurance
Periodic, Routine Health Examinations*	No Copayment	
Routine Eye Exams— <i>One exam every calendar year</i>	No Copayment	
Routine OB/GYN Visits— <i>One exam per year</i>	No Copayment	
Mammography — <i>1 Baseline age 35—39 years</i> — <i>1 Screening per year age 40+</i> <i>Additional exams when medically necessary</i>	No Charge	
Hearing Screening— <i>Covered once every calendar year</i>	No Copayment	

MEDICAL CARE

Primary Care Office Visits	\$20 Copayment	Deductible & Coinsurance
Specialist Consultations	\$20 Copayment	
OB/GYN Care	\$20 Copayment	
Maternity Care— <i>Initial visit subject to copayment; no charge thereafter</i>	\$20 Copayment	
Laboratory	No Charge	
X-Ray and Diagnostic Testing	No Charge	
Allergy Services — <i>Office visits/testing</i> — <i>Injections—Unlimited</i>	\$20 Copayment No Charge	

HOSPITAL CARE—*Prior authorization required:*

Semi-Private Room	\$150 Copayment	Deductible & Coinsurance
Maternity and Newborn Care	\$150 Copayment	
Skilled Nursing Facility— <i>Up to 120 days per calendar year</i>	\$150 Copayment	
Rehabilitation Services— <i>Up to 60 days per person per calendar year</i>	\$150 Copayment	Deductible & Coinsurance
Private Duty Nursing— <i>Outside hospital coverage; covered as out of network—maximum per year \$15,000</i>		

APPENDIX E

Outpatient Surgery— <i>In a hospital or surgi-center</i>	No Charge	
EMERGENCY CARE		
Walk-In-Centers	\$20 Copayment	Deductible & Coinsurance
Emergency Care— <i>Copayment waived if admitted</i>	\$100 Copayment	\$100 Copayment
Urgent-Care	\$25 Copayment	Not Covered
Ambulance-	No Charge	No Charge

OTHER HEALTH CARE—*Prior authorization may be required.*

Outpatient Rehabilitative Services <i>50 visit maximum for PT, OT, ST & Chiro per year—excess covered as out of network</i> — <i>PT and OT</i> — <i>ST and Chiro</i>	No Charge \$20 Copayment	Deductible & Coinsurance
Prosthetic Devices	No Charge	
Durable Medical Equipment (Including surgical stockings & orthotics)	No Charge	
Ostomy Supplies (Unlimited per member per calendar year maximum)	No Charge	
Orthoptic Training	No Charge	
Wigs (Covered with a diagnosis of cancer)	No Charge	

MENTAL HEALTH/SUBSTANCE ABUSE CARE

Inpatient	\$150 Copayment	Deductible & Coinsurance
Outpatient/Office Visits (Prior authorization after the 40 th visit)	\$20 Copayment	

***Schedule of Health Examinations:**

- One (1) exam per month from birth through six (6) months
- One (1) exam every two (2) months from six (6) months through eleven (11) months
- One (1) exam every three (3) months from twelve (12) months through twenty three (23) months
- One (1) exam every six (6) months from twenty four (24) months through thirty five (35) months
- One (1) exam annually from three (3) through seventeen (17) years
- Seventeen (17)+ One (1) a year

Note: In situations where the member is responsible for obtaining necessary precertification or prior authorization and fails to do so, benefits may be reduced or denied.

This summary of benefits has been updated to comply with federal and state requirements, including applicable provisions of the recently enacted federal health care reforms laws. As we receive additional guidance and clarification on the new health care reform laws from the U.S. Department of Health and Human Services, Department of Labor and Internal Revenue Service, we may be required to make additional changes to this Summary.

This does not constitute your health plan or insurance policy. It is only a general description of the plan. The following are examples of services NOT covered by your medical Plan. Please refer to your Certificate/Evidence of Coverage/Summary Booklet for more details: Cosmetic surgeries and services; custodial care; genetic testing; hearing aids; services and supplies related to, as well as the performance of, sex change operations; travel expenses; vision therapy; services rendered prior to your contract effective date or rendered after your contract termination date; and workers' compensation.

NOTE: ~~A copy of a benefit summary matrix for any other health plan offered to members of this bargaining unit may be obtained from the Human Resources Benefits Division.~~

CITY OF HARTFORD
MANAGED 3-TIER RX PLAN
Benefits at a Glance

TO BE DELETED

Your Personal Prescription Benefit Program

Managed 3-Tier Rx Plan Option 9

Welcome to your new prescription benefit administered by CVS Caremark. Your prescription benefit is designed to bring you quality pharmacy care that will help you save money.

The information below is a brief summary of your prescription benefits as well as some frequently asked questions about the CVS Caremark prescription benefit program. CVS Caremark and City of Hartford are confident you will find value with your new prescription benefit program.

	CVS Caremark Retail Pharmacy Network For short-term medications (Up to a 30-day supply)	CVS Caremark Mail Service Pharmacy For long-term medications (Up to a 90-day supply)
Where	The CVS Caremark Retail Network includes more than 64,000 participating pharmacies nationwide, including independent pharmacies, chain pharmacies, and 7,100 CVS/pharmacy locations. To locate a CVS Caremark participating retail network pharmacy in your area, simply click on "Find a Pharmacy" at www.caremark.com or call a Customer Care representative toll-free at 1-877-461-0101.	Simply mail your original prescription and the mail service order form to CVS Caremark. Your medications will be sent directly to your home, office or a location of your choice.
Generic Medications Ask your doctor or other prescriber if there is a generic available, as these generally cost less.	\$5 for a generic prescription 20% for out of network pharmacies	\$5 for a generic prescription
Preferred Brand-Name Medications If a generic is not available or appropriate, ask your doctor or healthcare provider to prescribe from your plan's preferred drug list.	\$10 for a preferred brand-name prescription 20% for out of network pharmacies	\$10 for a preferred brand-name prescription
Non-Preferred Brand-Name Medications You will pay the most for medications not on your plan's preferred drug list.	\$25 for a non-preferred brand-name prescription 20% for out of network pharmacies	\$25 for a non-preferred brand-name prescription
Refill Limit	None	None
Web Services	Register at www.caremark.com to access tools that can help you save money and manage your prescription benefit. To register, have your Prescription Card ready.	
Customer Care	Visit www.caremark.com or call toll-free at 1-877-461-0101.	
Please Note: When a generic is available, but the pharmacy dispenses the brand-name medication for any reason, you will pay the difference between the brand-name medication and the generic plus the brand copayment. You can avoid paying a cost difference penalty on a brand-name drug by asking your prescriber to contact customer care and request prior authorization.		

Copayment, copay or coinsurance means the amount a plan participant is required to pay for a prescription in accordance with a Plan, which may be a deductible, a percentage of the prescription price, a fixed amount or other charge, with the balance, if any, paid by a Plan.

Your privacy is important to us. Our employees are trained regarding the appropriate way to handle your private health information.

Frequently Asked Questions

ABOUT THE CVS CAREMARK RETAIL NETWORK

Can I receive additional Prescription Cards?

Yes, for additional Prescription Cards, please call a Customer Care representative toll-free at 1-877-461-0101.

May I fill my medication at a non-participating pharmacy?

There are more than 64,000 participating pharmacies in the CVS Caremark retail network. When you choose to go to a non-participating pharmacy, you will pay the full prescription price. If you use a non-participating pharmacy, you should submit a paper claim form along with the original prescription receipt(s) to CVS Caremark for reimbursement of covered expenses. You can download and print a claim form when you log in to www.caremark.com.

How do I change my prescription from a non-participating retail pharmacy to a CVS Caremark participating retail pharmacy?

Go to a CVS Caremark participating retail pharmacy and tell the pharmacist where your prescription is currently on file. The pharmacist will contact the pharmacy and make the transfer for you. To find a CVS Caremark participating retail pharmacy, click on "Find a Pharmacy" at www.caremark.com.

How do I request Prior Authorization for "dispense as written" medications?

Some medications may require approval before the prescription can be filled. Your pharmacist will give you or your doctor a toll-free number to call in order to obtain approval.

ABOUT THE CVS CAREMARK MAIL SERVICE PHARMACY

Why should I use the CVS Caremark Mail Service Pharmacy for my prescriptions?

The CVS Caremark Mail Service Pharmacy is a convenient and cost-effective way for you to order up to a 90-day supply of maintenance or long-term medication. You can have your long-term medication delivered to your home, office or a location of your choice with free standard shipping. By using mail service, you minimize trips to the pharmacy while saving money on your prescriptions.

How long does it take for my prescriptions to arrive by mail?

Please allow 7-10 days for delivery from the time the order is placed.

How do I check the status of my order?

You can check your refill order status at www.caremark.com or by calling toll-free at 1-877-461-0101.

How should I ask my doctor or other prescriber to write my prescription in order to receive the maximum benefit from the CVS Caremark Mail Service Pharmacy?

Remind your doctor or other prescriber to write a "90-day supply plus refills," when clinically appropriate, for maintenance medications that are purchased through the CVS Caremark Mail Service Pharmacy. CVS Caremark must fill your prescription for the exact quantity of medication that your doctor or healthcare provider prescribes, up to your plan design limit. When you need to take your maintenance medication right away, ask your doctor or other prescriber for two prescriptions:

- The **first** for up to a 30-day supply
- The **second** for up to a 90-day supply, with refills when clinically appropriate

Have the short-term supply filled immediately at a CVS Caremark participating retail pharmacy and send the 90-day supply prescription to the CVS Caremark Mail Service Pharmacy.

ABOUT THE CVS CAREMARK DRUG LIST

What is a drug list?

It is a list of preferred prescription medications that have been chosen because of their clinical effectiveness and safety. This list is typically updated every three months. The drug list promotes the use of preferred brand-name medications and generic medications whenever possible. Generic medications are therapeutically equivalent to brand-name medications and must be approved by the U.S. Food and Drug Administration (FDA) for safety and effectiveness. Generally, generic medications cost less than brand-name medications. You can get a drug list by either visiting www.caremark.com or by calling Customer Care toll-free at 1-877-461-0101.

How do I change to a generic or preferred drug?

To save money, have your doctor or other prescriber choose a generic or preferred brand-name medication from the CVS Caremark Drug List, if appropriate. You may want to take the list with you when you visit your doctor or other prescriber.

FULL DENTAL PLAN

The ~~Full Dental Plan~~ is designed to cover diagnostic, preventive and restorative procedures necessary for adequate dental health.

Covered services include:

- ✦ ~~Oral Examinations~~
- ✦ ~~Periapical and bitewing x-rays~~
- ✦ ~~Topical fluoride applications for those under age 19~~
- ✦ ~~Prophylaxis, including cleaning, scaling and polishing~~
- ✦ ~~Repair of dentures~~
- ✦ ~~Palliative emergency treatment~~
- ✦ ~~Routine fillings consisting of silver amalgam and tooth color materials, including stainless steel crowns (primary teeth)*~~
- ✦ ~~Simple extractions**~~
- ✦ ~~Endodontics—Including pulpotomy, direct pulp capping and root canal therapy (excluding restoration)~~

*Payment for an inlay, onlay or crown will equal the amount payable for a three-surface amalgam filling when the member is not covered by the Dental Amendatory Rider A.

**Payment for a surgical extraction or a hemisection with root removal will equal the amount payable for a simple extraction when the member is not covered by Dental Amendatory Rider A.

ACCESSING BENEFITS:***Participating Dentists Benefits.***

When receiving care from one of over 1,800 participating dentists, the member simply presents an identification card showing dental coverage. The dentist bills us directly for all covered services.

For dental care provided by a participating dentist, we pay the lesser of the dentist's usual charge or the usual, customary and reasonable charge as determined by us. The dentist accepts our reimbursement as full payment and may not bill the member for any additional charges.

Non-Participating Dentists Benefits.

For covered dental services provided by a non-participating dentist, in or out of Connecticut, we pay an amount equal to the dentist's usual charge or the applicable allowance for the procedure, as determined by us. The member is responsible for any difference between the amount paid by us and the fee charged by the dentist.

This does not constitute our health plan or insurance policy. Refer to your Master Group Policy or Description of Benefits, on file with your employer, for a complete listing of benefits, maximums, exclusions and limitations.

APPENDIX E

~~DENTAL AMENDATORY RIDER A ADDITIONAL BASIC BENEFITS~~

~~In addition to the services provided under your dental program, the following additional basic benefits are provided:~~

- ~~◆ Inlays (not part of bridge)~~
- ~~◆ Onlays (not part of bridge)~~
- ~~◆ Crown (not part of bridge)~~
- ~~◆ Space Maintainers~~
- ~~◆ Oral surgery consisting of fracture and dislocation treatment, diagnosis and treatment of cyst and abscess, surgical extractions and impaction~~
- ~~◆ Apicoectomy~~

~~The dental services listed above are subject to the following qualifications:~~

~~—— We will pay for individual crowns, inlays and onlays only when amalgam or synthetic fillings would not be satisfactory for the retention of the tooth, as determined by us.~~

~~—— We will not pay for a replacement that is provided less than five (5) years following a placement or replacement which was covered under this Rider. We will not pay for individual crowns, inlays or onlays to alter vertical dimension, for the purpose of precision attachment of dentures, or when they are splinted together for any reason.~~

~~—— If the member is not covered by Dental Amendatory Rider C (Prostodontics), we will pay for the following types of crowns, inlays or onlays, but only when there is clinical evidence that amalgam or synthetic fillings would not be satisfactory for the retention of the tooth:~~

- ~~◆ One tooth on either side or two teeth on one side of a replacement for missing teeth, as part of a fixed bridge.~~
- ~~◆ No benefits will be provided for the tooth replacements.~~
- ~~◆ Space Maintainers — Payment will be made for devices to preserve space due to premature loss of primary teeth, but not for interceptive orthodontic devices. Payment will be made for up to two devices per member per lifetime.~~

**~~DENTAL AMENDATORY RIDER A
ADDITIONAL BASIC BENEFITS~~**

~~ACCESSING BENEFITS:~~

~~Participating Dentists Benefits.~~

~~The City's dental carrier will pay the lesser of fifty percent of the dentist's usual charge or fifty percent of the usual, customary and reasonable charge, as determined by us, for the dental services described in this Rider. Dentists who participate in our dental programs agree to accept our allowance as full payment and may not bill the member for any additional charges except for the remaining coinsurance balance.~~

~~Non-Participating Dentists Benefits.~~

~~In the event a non-participating dentist renders these services, we will pay to the member the lesser of fifty percent of the dentist's charge or fifty percent of the applicable allowance for the procedure as determined by us. The member is responsible for any difference between the amount paid by us and the fee charged by the dentist.~~

~~*This does not constitute your health plan or insurance policy. Refer to your Master Group Policy or Description of Benefits, on file with your employer, for a complete listing of benefits, maximums, exclusions and limitations.*~~

APPENDIX E

**~~DENTAL AMENDATORY RIDER C
PERIODONTICS~~**

~~Periodontal services consisting of:~~

- ~~Gingival curettage~~
- ~~Gingivectomy and gingivoplasty~~
- ~~Osseous surgery, including flap entry and closure~~
- ~~Mucogingivoplastic surgery~~
- ~~Management of acute infection and oral lesions~~

~~The maximum benefit we will provide for periodontal services per person per year is \$500.~~

~~ACCESSING BENEFITS:~~

~~Participating Dentists Benefits:~~

~~The City's dental carrier will pay the lesser of fifty percent of the dentist's usual charge or fifty percent of the usual, customary and reasonable charge, as determined by us, for the dental services described in this Rider. Dentists who participate in our dental programs agree to accept our allowance as full payment and may not bill the member for any additional charges except for the remaining coinsurance balance.~~

~~Non-Participating Dentists Benefits:~~

~~In the event a non-participating dentist renders these services, we will pay to the member the lesser of fifty percent of the dentist's charge or fifty percent of the applicable allowance for the procedure as determined by us. The member is responsible for any difference between the amount paid by us and the fee charged by the dentist.~~

~~*This does not constitute your health plan or insurance policy. Refer to your Master Group Policy or Description of Benefits, on file with your employer, for a complete listing of benefits, maximums, exclusions and limitations.*~~

APPENDIX E

DENTAL AMENDATORY RIDER D ORTHODONTICS

The following orthodontic services are provided:

Handicapping malocclusion for a member under age 19, consisting of the installation of orthodontic appliances and orthodontic treatments concerned with the reduction or elimination of an existing malocclusion through the correction of malposed teeth.

The maximum amount payable for orthodontic services is \$600 per member per lifetime.

ACCESSING BENEFITS:

Participating Dentists Benefits.

The City's dental carrier will pay the lesser of sixty percent of the dentist's usual charge or sixty percent of the usual, customary and reasonable charge, as determined by us, for the dental services described in this Rider. Dentists who participate in our dental programs agree to accept our allowance as full payment and may not bill the member for any additional charges except for the remaining coinsurance balance.

Non-Participating Dentists Benefits.

In the event a non-participating dentist renders these services, we will pay to the member the lesser of sixty percent of the dentist's charge or sixty percent of the applicable allowance for the procedure as determined by us. The member is responsible for any difference between the amount paid by us and the fee charged by the dentist.

This does not constitute your health plan or insurance policy. Refer to your Master Group Policy or Description of Benefits, on file with your employer, for a complete listing of benefits, maximums, exclusions and limitations.

BENEFIT SUMMARY



**Cigna Health and Life Insurance Co. For -
City of Hartford
Choice Fund Open Access Plus HSA Plan
HSA Active Employees Plan
Effective - 07/01/2018**

Selection of a Primary Care Provider - your plan may require or allow the designation of a primary care provider. You have the right to designate any primary care provider who participates in the network and who is available to accept you or your family members. If your plan requires designation of a primary care provider, Cigna may designate one for you until you make this designation. For information on how to select a primary care provider, and for a list of the participating primary care providers, visit www.mycigna.com or contact customer service at the phone number listed on the back of your ID card. For children, you may designate a pediatrician as the primary care provider.

Direct Access to Obstetricians and Gynecologists - You do not need prior authorization from the plan or from any other person (including a primary care provider) in order to obtain access to obstetrical or gynecological care from a health care professional in our network who specializes in obstetrics or gynecology. The health care professional, however, may be required to comply with certain procedures, including obtaining prior authorization for certain services, following a pre-approved treatment plan, or procedures for making referrals. For a list of participating health care professionals who specialize in obstetrics or gynecology, visit www.mycigna.com or contact customer service at the phone number listed on the back of your ID card.

Your coverage includes a health savings account that you can use to pay for eligible out-of-pocket expenses.

Employer Contribution	Employee - \$1,000 Family - \$2,000
------------------------------	--

Plan Highlights	In-Network	Out-of-Network
-----------------	------------	----------------

Plan Highlights	In-Network	Out-of-Network
Lifetime Maximum	Unlimited	Unlimited
Plan Year Accumulation	Your Plan's Deductibles, Out-of-Pockets and benefit level limits accumulate on a contract year basis unless otherwise stated. In addition, all plan maximums and service-specific maximums (dollar and occurrence) cross-accumulate between In- and Out-of-Network unless otherwise noted.	
Plan Coinsurance	Plan pays 100%	Plan pays 70%
Maximum Reimbursable Charge	Not Applicable	250%
Plan Deductible	Individual - Employee Only: \$2,000 Individual - within a Family: \$3,000 Family Maximum: \$4,000	Individual - Employee Only: \$4,000 Individual - within a Family: \$7,350 Family Maximum: \$8,000

- The amount you pay for all covered expenses counts toward both your in-network and out-of-network deductibles.
- Plan deductible always applies before any benefit copay or coinsurance.
- Plan deductible does not apply to in-network preventive services.
- Family members meet only their individual deductible and then their claims will be covered under the plan coinsurance; if the family deductible has been met prior to their individual deductible being met, their claims will be paid at the plan coinsurance.
- This plan includes a combined Medical/Pharmacy plan deductible.

Note: Services where plan deductible applies are noted with a caret (^).

APPENDIX E-1

Plan Highlights	In-Network	Out-of-Network
Plan Out-of-Pocket Maximum	Individual - Employee Only: \$3,000 Individual - within a Family: \$3,000 Family Maximum: \$6,000	Individual - Employee Only: \$7,350 Individual - within a Family: \$7,350 Family Maximum: \$14,700
<ul style="list-style-type: none"> The amount you pay for all covered expenses counts towards both your in-network and out-of-network out-of-pocket maximums. Plan deductible contributes towards your out-of-pocket maximum. All benefit copays/deductibles contribute towards your out-of-pocket maximum. Covered expenses that count towards your out-of-pocket maximum include customer paid coinsurance and charges for Mental Health and Substance Use Disorder. Out-of-network non-compliance penalties or charges in excess of Maximum Reimbursable Charge do not contribute towards the out-of-pocket maximum. After each eligible family member meets his or her individual out-of-pocket maximum, the plan will pay 100% of their covered expenses. Or, after the family out-of-pocket maximum has been met, the plan will pay 100% of each eligible family member's covered expenses. This plan includes a combined Medical/Pharmacy out-of-pocket maximum. 		
Plan Highlights	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^). Plan deductible always applies before benefit copays.		
Physician Services - Office Visits		
Primary Care Physician (PCP) Services/Office Visit	Plan pays 100% ^	Plan pays 70% ^
Specialty Care Physician Services/Office Visit	Plan pays 100% ^	Plan pays 70% ^
NOTE: Obstetrician and Gynecologist (OB/GYN) visits are subject to either the PCP or Specialist cost share depending on how the provider contracts with Cigna (i.e. as PCP or as Specialist).		
Surgery Performed in Physician's Office	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Allergy Treatment/Injections and Allergy Serum Allergy serum dispensed by the physician in the office	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Cigna Telehealth Connection Services (Virtual Care)	Plan pays 100% ^	Not Covered
<ul style="list-style-type: none"> Includes charges for the delivery of medical and health-related services and consultations by dedicated virtual providers as medically appropriate through audio, video, and secure internet-based technologies Virtual Wellness Screenings are available for individuals 18 and older and are covered same as Preventive Care (see Preventive Care Section). 		
Preventive Care		
Preventive Care	Plan pays 100%	Plan pays 70% ^
<ul style="list-style-type: none"> Includes coverage of additional services, such as urinalysis, EKG, and other laboratory tests, supplementing the standard Preventive Care benefit when billed as part of office visit. Annual Limit: Unlimited 		
Immunizations	Plan pays 100%	Plan pays 70% ^
Mammogram, PAP, and PSA Tests	Plan pays 100%	Covered same as other x-ray and lab services, based on Place of Service
<ul style="list-style-type: none"> Coverage includes the associated Preventive Outpatient Professional Services. Diagnostic-related services are covered at the same level of benefits as other x-ray and lab services, based on Place of Service. 		

APPENDIX E-1

Plan Highlights		In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^). Plan deductible always applies before benefit copays.			
Inpatient			
Inpatient Hospital Facility Services		Plan pays 100% ^	Plan pays 70% ^
Note: Includes all Lab and Radiology services, including Advanced Radiological Imaging as well as Medical Specialty Drugs			
Inpatient Hospital Physician's Visit/Consultation		Plan pays 100% ^	Plan pays 70% ^
Inpatient Professional Services		Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> For services performed by Surgeons, Radiologists, Pathologists and Anesthesiologists 			
Outpatient			
Outpatient Facility Services		Plan pays 100% ^	Plan pays 70% ^
Outpatient Professional Services		Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> For services performed by Surgeons, Radiologists, Pathologists and Anesthesiologists 			
Emergency Services			
Emergency Room			
<ul style="list-style-type: none"> Includes Professional, X-ray and/or Lab services performed at the Emergency Room and billed by the facility as part of the ER visit. 		Plan pays 100% ^	Plan pays 100% ^
Urgent Care Facility			
<ul style="list-style-type: none"> Includes Professional, X-ray and/or Lab services performed at the Urgent Care Facility and billed by the facility as part of the urgent care visit. 		Plan pays 100% ^	Plan pays 100% ^
Ambulance		Plan pays 100% ^	Plan pays 100% ^
Ambulance services used as non-emergency transportation (e.g., transportation from hospital back home) generally are not covered.			
Inpatient Services at Other Health Care Facilities			
Skilled Nursing Facility, Rehabilitation Hospital, Sub-Acute Facilities			
<ul style="list-style-type: none"> Annual Limit: 120 days 		Plan pays 100% ^	Plan pays 70% ^
Laboratory Services			
Physician's Services/Office Visit		Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Independent Lab		Plan pays 100% ^	Plan pays 70% ^
Outpatient Facility		Plan pays 100% ^	Plan pays 70% ^
Radiology Services			
Physician's Services/Office Visit		Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Outpatient Facility		Plan pays 100% ^	Plan pays 70% ^

APPENDIX E-1

Benefit	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^). Plan deductible always applies before benefit copays.		
Advanced Radiological Imaging (ARI)	Includes MRI, MRA, CAT Scan, PET Scan, etc.	
Outpatient Facility	Plan pays 100% ^	Plan pays 70% ^
Physician's Services/Office Visit	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Outpatient Therapy Services		
Outpatient Therapy and Chiropractic Services	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Annual Limits: <ul style="list-style-type: none"> Occupational Therapy, Physical Therapy, Speech Therapy and Chiropractic Care - 100 days All other therapies - Includes Cognitive Therapy and Pulmonary Rehabilitation - Unlimited days Limits are not applicable to mental health conditions for Physical, Speech and Occupational Therapies. 		
Note: Therapy days, provided as part of an approved Home Health Care plan, accumulate to the applicable outpatient therapy services maximum.		
Cardiac Rehabilitation Services	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Annual Limit: <ul style="list-style-type: none"> Cardiac Rehabilitation - 36 days 		
Hospice		
Inpatient Facilities	Plan pays 100% ^	Plan pays 70% ^
Outpatient Services	Plan pays 100% ^	Plan pays 70% ^
Note: Includes Bereavement counseling provided as part of a hospice program.		
Bereavement Counseling (for services not provided as part of a hospice program)		
Services Provided by a Mental Health Professional	Covered under Mental Health benefit	Covered under Mental Health benefit
Medical Specialty Drugs		
Outpatient Facility	Plan pays 100% ^	Plan pays 70% ^
Physician's Office	Plan pays 100% ^	Plan pays 70% ^
Home	Plan pays 100% ^	Plan pays 70% ^
Note: This benefit only applies to the cost of the Infusion Therapy drugs administered. This benefit does not cover the related Facility, Office Visit or Professional charges.		

APPENDIX E-1

Benefit	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^). Plan deductible always applies before benefit copays.		
Maternity		
Initial Visit to Confirm Pregnancy	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
All Subsequent Prenatal Visits, Postnatal Visits and Physician's Delivery Charges (Global Maternity Fee)	Plan pays 100% ^	Plan pays 70% ^
Office Visits in Addition to Global Maternity Fee (Performed by OB/GYN or Specialist)	Covered same as Physician Services - Office Visit	Covered same as Physician Services - Office Visit
Delivery - Facility (Inpatient Hospital, Birthing Center)	Covered same as plan's Inpatient Hospital benefit	Covered same as plan's Inpatient Hospital benefit
Abortion		
Abortion Services	Coverage varies based on Place of Service	Coverage varies based on Place of Service
Note: Elective and non-elective procedures		
Family Planning		
Women's Services	Plan pays 100%	Coverage varies based on Place of Service
Includes contraceptive devices as ordered or prescribed by a physician and surgical sterilization services, such as tubal ligation		
Men's Services	Coverage varies based on Place of Service	Coverage varies based on Place of Service
Includes surgical sterilization services, such as vasectomy		
Infertility		
Infertility Treatment	Coverage varies based on Place of Service	Coverage varies based on Place of Service
Infertility covered services: lab and radiology test, counseling, surgical treatment, includes artificial insemination, in-vitro fertilization, GIFT, ZIFT, etc.		
<ul style="list-style-type: none"> Lifetime Maximum: Unlimited 		
Other Health Care Facilities/Services		
Home Health Care	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Annual Limit: Unlimited Includes outpatient private duty nursing when approved as medically necessary - Annual limit: \$15,000 		
Home Health Aide - Annual Limit: 80 days		

APPENDIX E-1

Benefit	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^). Plan deductible always applies before benefit copays.		
Organ Transplants		
Inpatient Hospital Facility Services		
LifeSOURCE Facility	Plan pays 100% ^	Not Applicable
Non-LifeSOURCE Facility	Covered same as plan's Inpatient Hospital benefit	Covered same as plan's Inpatient Hospital benefit
Inpatient Professional Services		
LifeSOURCE Facility	Plan pays 100% ^	Not Applicable
Non-LifeSOURCE Facility	Covered same as plan's Inpatient Professional benefit	Covered same as plan's Inpatient Professional benefit
<ul style="list-style-type: none"> Travel Maximum - Cigna LifeSOURCE Transplant Network® Facility Only: After the plan deductible is met, \$15,000 maximum per Transplant 		
Durable Medical Equipment	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Annual Limit: Unlimited 		
Breast Feeding Equipment and Supplies	Plan pays 100%	Plan pays 70% ^
<ul style="list-style-type: none"> Limited to the rental of one breast pump per birth as ordered or prescribed by a physician Includes related supplies 		
External Prosthetic Appliances (EPA)	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Annual Limit: Unlimited 		
Temporomandibular Joint Disorder (TMJ)	Coverage varies based on Place of Service	Coverage varies based on Place of Service
<ul style="list-style-type: none"> Unlimited lifetime maximum 		
Note: Provided on a limited, case-by-case basis. Excludes appliances and orthodontic treatment.		
Bariatric Surgery	Coverage varies based on Place of Service	Coverage varies based on Place of Service
<ul style="list-style-type: none"> Unlimited lifetime limit 		
Treatment of Clinically severe obesity, as defined by the body mass index (BMI) is covered. The following are excluded:		
<ul style="list-style-type: none"> medical and surgical services to alter appearances or physical changes that are the result of any surgery performed for the management of obesity or clinically severe (morbid) obesity 		
Routine Foot Care	Not Covered	Not Covered
Note: Services associated with foot care for diabetes and peripheral vascular disease are covered when approved as medically necessary.		
Hearing Aids	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Annual Limit: Unlimited Includes testing and fitting of hearing aid devices at Physician Office Visit cost share 		
Routine Eye Care	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Annual Limit: One exam and refraction 		
Routine Hearing Exam	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Annual Limit: One exam 		
Wigs	Plan pays 100% ^	Plan pays 70% ^
<ul style="list-style-type: none"> Maximum of 1 wig per 12 months 		

APPENDIX E-1

Benefit	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^). Plan deductible always applies before benefit copays.		
Mental Health and Substance Use Disorder		
Inpatient mental health	Plan pays 100% ^	Plan pays 70% ^
Outpatient mental health – Physician’s Office	Plan pays 100% ^	Plan pays 70% ^
Outpatient mental health – all other services	Plan pays 100% ^	Plan pays 70% ^
Inpatient substance use disorder	Plan pays 100% ^	Plan pays 70% ^
Outpatient substance use disorder – Physician’s Office	Plan pays 100% ^	Plan pays 70% ^
Outpatient substance use disorder – all other services	Plan pays 100% ^	Plan pays 70% ^
Annual Limits:		
<ul style="list-style-type: none"> Unlimited maximum 		
<u>Notes:</u>		
<ul style="list-style-type: none"> Inpatient includes Acute Inpatient and Residential Treatment. Outpatient - Physician's Office - may include Individual, family and group therapy, psychotherapy, medication management, etc. Outpatient - All Other Services - may include Partial Hospitalization, Intensive Outpatient Services, Applied Behavior Analysis (ABA Therapy), etc. Services are paid at 100% after you reach your out-of-pocket maximum. 		
Mental Health/Substance Use Disorder Utilization Review, Case Management and Programs		
Cigna Total Behavioral Health - Inpatient and Outpatient Management		
<ul style="list-style-type: none"> Inpatient utilization review and case management Outpatient utilization review and case management Partial Hospitalization Intensive outpatient programs Changing Lives by Integrating Mind and Body Program Lifestyle Management Programs: Stress Management, Tobacco Cessation and Weight Management. 		
Pharmacy		
Benefits not provided by Cigna.		
Additional Information		
Case Management		
Coordinated by Cigna HealthCare. This is a service designated to provide assistance to a patient who is at risk of developing medical complexities or for whom a health incident has precipitated a need for rehabilitation or additional health care support. The program strives to attain a balance between quality and cost effective care while maximizing the patient's quality of life.		
Comprehensive Oncology Program	Included	
<ul style="list-style-type: none"> Care Management outreach Case Management 		

Additional Information	
<p>Health Advisor - A Support for healthy and at-risk individuals to help them stay healthy</p> <ul style="list-style-type: none"> • Health Assessments • Health and Wellness Coaching • Gaps in Care Coaching • Treatment Decision Support • Educate and Refer 	Included
<p>Healthy Pregnancies/Healthy Babies</p> <ul style="list-style-type: none"> • Care Management outreach • Maternity Case Management • Neo-natal Case Management 	\$150 (1st trimester) / \$75 (2nd trimester) - Option 3
<p>Maximum Reimbursable Charge The allowable covered expense for non-network services is based on the lesser of the health care professional's normal charge for a similar service or a percentage of a fee schedule (250%) developed by Cigna that is based on a methodology similar to one used by Medicare to determine the allowable fee for the same or similar service in a geographic area. In some cases, the Medicare based fee schedule will not be used and the maximum reimbursable charge for covered services is based on the lesser of the health care professional's normal charge for a similar service or a percentile (80th) of charges made by health care professionals of such service or supply in the geographic area where it is received. If sufficient charge data is unavailable in the database for that geographic area to determine the Maximum Reimbursable Charge, then data in the database for similar services may be used. Out-of-network services are subject to a Contract Year deductible and maximum reimbursable charge limitations.</p>	
<p>Out-of-Network Emergency Services Charges</p> <ol style="list-style-type: none"> 1. Emergency Services are covered at the In-Network cost-sharing level if services are received from a non-participating (Out-of-Network) provider. 2. The allowable amount used to determine the Plan's benefit payment for covered Emergency Services rendered in an Out-of-Network Hospital, or by an Out-of-Network provider in an In-Network Hospital, is the amount agreed to by the Out-of-Network provider and Cigna, or if no amount is agreed to, the greater of the following: (i) the median amount negotiated with In-Network providers for the Emergency Service, excluding any In-Network copay or coinsurance; (ii) the Maximum Reimbursable Charge; or (iii) the amount payable under the Medicare program, not to exceed the provider's billed charges. <p>The member is responsible for applicable In-Network cost-sharing amounts (any deductible, copay or coinsurance). The member is also responsible for all charges that may be made in excess of the allowable amount. If the Out-of-Network provider bills you for an amount higher than the amount you owe as indicated on the Explanation of Benefits (EOB), contact Cigna Customer Service at the phone number on your ID card.</p>	
<p>Medicare Coordination In accordance with the Social Security Act of 1965, this plan will pay as the Secondary plan to Medicare Part A and B as follows:</p> <ol style="list-style-type: none"> (a) a former Employee such as a retiree, a former Disabled Employee, a former Employee's Dependent, or an Employee's Domestic Partner who is also eligible for Medicare and whose insurance is continued for any reason as provided in this plan (including COBRA continuation); (b) an Employee, a former Employee, an Employee's Dependent, or former Employee's Dependent, who is eligible for Medicare due to End Stage Renal Disease after that person has been eligible for Medicare for 30 months. 	
<p>Multiple Surgical Reduction Multiple surgeries performed during one operating session result in payment reduction of 50% to the surgery of lesser charge. The most expensive procedure is paid as any other surgery.</p>	

Additional Information

Pre-Certification - Continued Stay Review - Basic Care Low Management Inpatient - required for all inpatient admissions In-Network: Coordinated by your physician

Out-of-Network: Customer is responsible for contacting Cigna Healthcare. Subject to penalty/reduction or denial for non-compliance.

- The lesser of 50% of covered expenses or \$500 penalty applied to hospital inpatient charges for failure to contact Cigna Healthcare to precertify admission.
- Benefits are denied for any admission reviewed by Cigna Healthcare and not certified.
- Benefits are denied for any additional days not certified by Cigna Healthcare.

Pre-Existing Condition Limitation (PCL) does not apply.

Your Health First - 200

Individuals with one or more of the chronic conditions, identified on the right, may be eligible to receive the following type of support:

- Condition Management
- Medication adherence
- Risk factor management
- Lifestyle issues
- Health & Wellness issues
- Pre/post-admission
- Treatment decision support
- Gaps in care

Holistic health support for the following chronic health conditions:

- Heart Disease
- Coronary Artery Disease
- Angina
- Congestive Heart Failure
- Acute Myocardial Infarction
- Peripheral Arterial Disease
- Asthma
- Chronic Obstructive Pulmonary Disease (Emphysema and Chronic Bronchitis)
- Diabetes Type 1
- Diabetes Type 2
- Metabolic Syndrome/Weight Complications
- Osteoarthritis
- Low Back Pain
- Anxiety
- Bipolar Disorder
- Depression

Definitions

Coinsurance - After you've reached your deductible, you and your plan share some of your medical costs. The portion of covered expenses you are responsible for is called Coinsurance.

Copay - A flat fee you pay for certain covered services such as doctor's visits or prescriptions.

Deductible - A flat dollar amount you must pay out of your own pocket before your plan begins to pay for covered services.

Out-of-Pocket Maximum - Specific limits for the total amount you will pay out of your own pocket before your plan coinsurance percentage no longer applies. Once you meet these maximums, your plan then pays 100 percent of the "Maximum Reimbursable Charges" or negotiated fees for covered services.

Place of Service - Your plan pays based on where you receive services. For example, for hospital stays, your coverage is paid at the inpatient level.

Prescription Drug List - The list of prescription brand and generic drugs covered by your pharmacy plan.

Professional Services - Services performed by Surgeons, Assistant Surgeons, Hospital Based Physicians, Radiologists, Pathologists and Anesthesiologists

Transition of Care - Provides in-network health coverage to new customers when the customer's doctor is not part of the Cigna network and there are approved clinical reasons why the customer should continue to see the same doctor.

Exclusions

What's Not Covered (not all-inclusive):

Your plan provides for most medically necessary services. The complete list of exclusions is provided in your Certificate or Summary Plan Description. To the extent there may be differences, the terms of the Certificate or Summary Plan Description control. Examples of things your plan does not cover, unless required by law or covered under the pharmacy benefit, include (but aren't limited to):

- Care for health conditions that are required by state or local law to be treated in a public facility.
- Care required by state or federal law to be supplied by a public school system or school district.
- Care for military service disabilities treatable through governmental services if you are legally entitled to such treatment and facilities are reasonably available.
- Treatment of an Injury or Sickness which is due to war, declared, or undeclared.
- Charges which you are not obligated to pay or for which you are not billed or for which you would not have been billed except that they were covered under this plan. For example, if Cigna determines that a provider or Pharmacy is or has waived, reduced, or forgiven any portion of its charges and/or any portion of Copayment, Deductible, and/or Coinsurance amount(s) you are required to pay for a Covered Expense (as shown on The Schedule) without Cigna's express consent, then Cigna in its sole discretion shall have the right to deny the payment of benefits in connection with the Covered Expense, or reduce the benefits in proportion to the amount of the Copayment, Deductible, and/or Coinsurance amounts waived, forgiven or reduced, regardless of whether the provider or Pharmacy represents that you remain responsible for any amounts that your plan does not cover. In the exercise of that discretion, Cigna shall have the right to require you to provide proof sufficient to Cigna that you have made your required cost share payment(s) prior to the payment of any benefits by Cigna. This exclusion includes, but is not limited to, charges of a non-Participating Provider who has agreed to charge you or charged you at an In-Network benefits level or some other benefits level not otherwise applicable to the services received.
- Charges arising out of or relating to any violation of a healthcare-related state or federal law or which themselves are a violation of a healthcare-related state or federal law.
- Assistance in the activities of daily living, including but not limited to eating, bathing, dressing or other Custodial Services or self-care activities, homemaker services and services primarily for rest, domiciliary or convalescent care.
- For or in connection with experimental, investigational or unproven services.
- Experimental, investigational and unproven services are medical, surgical, diagnostic, psychiatric, substance use disorder or other health care technologies, supplies, treatments, procedures, drug or Biologic therapies or devices that are determined by the utilization review Physician to be:
 - o not approved by the U.S. Food and Drug Administration (FDA) or other appropriate regulatory agency to be lawfully marketed;
 - o not demonstrated, through existing peer-reviewed, evidence-based, scientific literature to be safe and effective for treating or diagnosing the condition or Sickness for which its use is proposed;
 - o the subject of review or approval by an Institutional Review Board for the proposed use except as provided in the "Clinical Trials" sections of this plan; or
 - o the subject of an ongoing phase I, II or III clinical trial, except for routine patient care costs related to qualified clinical trials as provided in the "Clinical Trials" sections of this plan.

In determining whether any such technologies, supplies, treatments, drug or Biologic therapies or devices are experimental, investigational and/or unproven, the utilization review Physician may rely on the clinical coverage policies maintained by Cigna or the Review Organization. Clinical coverage policies may incorporate, without limitation and as applicable, criteria relating to U.S. Food and Drug Administration-approved labeling, the standard medical reference compendia and peer-reviewed, evidence-based scientific literature or guidelines.

- Cosmetic surgery and therapies. Cosmetic surgery or therapy is defined as surgery or therapy performed to improve or alter appearance or self-esteem.
- The following services are excluded from coverage regardless of clinical indications: acupuncture; dance therapy; movement therapy; applied kinesiology;

Exclusions

- rolfing; prolotherapy; and extracorporeal shock wave lithotripsy (ESWL) for musculoskeletal and orthopedic conditions.
- Dental treatment of the teeth, gums or structures directly supporting the teeth, including dental X-rays, examinations, repairs, orthodontics, periodontics, casts, splints and services for dental malocclusion, for any condition. Charges made for services or supplies provided for or in connection with an accidental Injury to teeth are covered provided a continuous course of dental treatment is started within six months of an accident. Additionally, charges made by a Physician for any of the following Surgical Procedures are covered: excision of unerupted impacted wisdom tooth, including removal of alveolar bone and sectioning of tooth; removal of residual root (when performed by a Dentist other than the one who extracted the tooth).
- Medical and surgical services, initial and repeat, intended for the treatment or control of obesity, except for treatment of clinically severe (morbid) obesity as shown in Covered Expenses, including: medical and surgical services to alter appearance or physical changes that are the result of any surgery performed for the management of obesity or clinically severe (morbid) obesity; and weight loss programs or treatments, whether prescribed or recommended by a Physician or under medical supervision.
- Unless otherwise covered in this plan, for reports, evaluations, physical examinations, or hospitalization not required for health reasons including, but not limited to, employment, insurance or government licenses, and court-ordered, forensic or custodial evaluations.
- Court-ordered treatment or hospitalization, unless such treatment is prescribed by a Physician and listed as covered in this plan.
- Medical and Hospital care and costs for the infant child of a Dependent, unless this infant child is otherwise eligible under this plan.
- Non-medical counseling and/or ancillary services including, but not limited to, Custodial Services, educational services, vocational counseling, training and rehabilitation services, behavioral training, neurofeedback, hypnosis, sleep therapy, return to work services, work hardening programs and driver safety courses.
- Therapy or treatment intended primarily to improve or maintain general physical condition or for the purpose of enhancing job, school, athletic or recreational performance, including but not limited to routine, long term, or maintenance care which is provided after the resolution of the acute medical problem and when significant therapeutic improvement is not expected.
- Consumable medical supplies other than ostomy supplies and urinary catheters. Excluded supplies include, but are not limited to bandages and other disposable medical supplies, skin preparations and test strips, except as specified in the "Home Health Services" or "Breast Reconstruction and Breast Prostheses" sections of this plan.
- Private Hospital rooms and/or private duty nursing except as provided under the Home Health Services provision.
- Personal or comfort items such as personal care kits provided on admission to a Hospital, television, telephone, newborn infant photographs, complimentary meals, birth announcements, and other articles which are not for the specific treatment of an Injury or Sickness.
- Artificial aids including, but not limited to, corrective orthopedic shoes, arch supports, elastic stockings, garter belts, corsets and dentures.
- Aids or devices that assist with non-verbal communications, including but not limited to communication boards, pre-recorded speech devices, laptop computers, desktop computers, Personal Digital Assistants (PDAs), Braille typewriters, visual alert systems for the deaf and memory books.
- Eyeglass lenses and frames and contact lenses (except for the first pair of contact lenses for treatment of keratoconus or post cataract surgery).
- Eye exercises and surgical treatment for the correction of a refractive error, including radial keratotomy.
- Treatment by acupuncture.
- All non-injectable prescription drugs, unless Physician administration or oversight is required, injectable prescription drugs to the extent they do not require Physician supervision and are typically considered self-administered drugs, non-prescription drugs, and investigational and experimental drugs, except as provided in this plan.
- Routine foot care, including the paring and removing of corns and calluses or trimming of nails. However, services associated with foot care for diabetes and peripheral vascular disease are covered when Medically Necessary.
- Membership costs or fees associated with health clubs, weight loss programs and smoking cessation programs.
- Genetic screening or pre-implantations genetic screening. General population-based genetic screening is a testing method performed in the absence of any symptoms or any significant, proven risk factors for genetically linked inheritable disease.

Exclusions

- Dental implants for any condition.
- Fees associated with the collection or donation of blood or blood products, except for autologous donation in anticipation of scheduled services where in the utilization review Physician's opinion the likelihood of excess blood loss is such that transfusion is an expected adjunct to surgery.
- Blood administration for the purpose of general improvement in physical condition.
- Cost of biologicals that are immunizations or medications to protect against occupational hazards and risks.
- Cosmetics, dietary supplements and health and beauty aids.
- For or in connection with an Injury or Sickness arising out of, or in the course of, any employment for wage or profit.
- Charges for the delivery of medical and health-related services via telecommunications technologies, including telephone and internet, unless provided as specifically described under Covered Expenses.
- Massage therapy.

These are only the highlights

This summary outlines the highlights of your plan. For a complete list of both covered and not covered services, including benefits required by your state, see your employer's insurance certificate, service agreement or summary plan description -- the official plan documents. If there are any differences between this summary and the plan documents, the information in the plan documents takes precedence.

All Cigna products and services are provided exclusively by or through operating subsidiaries of Cigna Corporation, including Cigna Health and Life Insurance Company, Connecticut General Life Insurance Company, Cigna Behavioral Health, Inc., Cigna Health Management, Inc., and HMO or service company subsidiaries of Cigna Health Corporation. The Cigna name, logo, and other Cigna marks are owned by Cigna Intellectual Property, Inc.

EHB State: CT

Here's an overview of your CVS Caremark benefits.

Plan 39

Welcome to your new prescription benefit administered by CVS Caremark. Your prescription benefit is designed to bring you quality pharmacy care that will help you save money.

The information below is a brief summary of your prescription benefits as well as some frequently asked questions about the CVS Caremark prescription benefit program. CVS Caremark and City of Hartford are confident you will find value with your new prescription benefit program.

	CVS Caremark Retail Pharmacy Network For short-term medications (Up to a 30-day supply)	Maintenance Medications For long-term medications (Up to a 90-day supply) (Mandatory Mail or State of CT Maintenance Drug Network* after first 30-day fill at retail)
Where	The CVS Caremark Retail Network includes more than 68,000+ participating pharmacies nationwide, including independent pharmacies, chain pharmacies, and 9,900+ CVS Pharmacy locations. To locate a CVS Caremark participating retail network pharmacy in your area, simply click on "Find a Pharmacy" at www.caremark.com or call a Customer Care representative toll-free at 1-877-461-0101.	You have the convenience of getting your long-term medications through CVS Caremark Mail Service Pharmacy or dispensed at one of our 9,900+ CVS Pharmacy locations as well as a retail pharmacy that participates in the State of Connecticut Maintenance Drug Network. When you use CVS Caremark Mail Service Pharmacy, your medications can be sent directly to your home or office.
Generic Medications Ask your doctor or other prescriber if there is a generic available, as these generally cost less.	\$5 for a generic prescription	\$10 for a generic prescription
Preferred Brand-Name Medications If a generic is not available or appropriate, ask your doctor or healthcare provider to prescribe from your plan's preferred drug list.	\$20 for a preferred brand-name prescription	\$40 for a preferred brand-name prescription
Non-Preferred Brand-Name Medications You will pay the most for medications not on your plan's preferred drug list.	\$40 for a non-preferred brand-name prescription	\$80 for a non-preferred brand-name prescription
Refill Limit	One	None
Annual Deductible	\$2,000 individual / \$4,000 family (combined with medical)	
Maximum Out-of-Pocket	\$3,000 individual / \$6,000 family (combined with medical)	
Preventative Drug List	The Preventive Drug List is a list of medications that are taken regularly to treat chronic conditions like high cholesterol, high blood pressure or asthma, and to help prevent serious complications in the future. When you fill prescriptions for these medications, you will pay your plan's applicable copay even if you haven't met your plan's deductible yet.	
Web Services	Register at www.caremark.com to access tools that can help you save money and manage your prescription benefit. To register, have your Prescription Card ready.	
Customer Care	Visit www.caremark.com or call toll-free at 1-877-461-0101.	
Please Note: When a generic is available, but the pharmacy dispenses the brand-name medication for any reason, you will pay the difference between the brand-name medication and the generic plus the brand copayment.		

Copayment, copay or coinsurance means the amount a plan participant is required to pay for a prescription in accordance with a Plan, which may be a deductible, a percentage of the prescription price, a fixed amount or other charge, with the balance, if any, paid by a Plan.

Your privacy is important to us. Our employees are trained regarding the appropriate way to handle your private health information.

NUBAAG



Frequently Asked Questions

ABOUT THE CVS CAREMARK RETAIL NETWORK

Do I only have to use a CVS Pharmacy?

For maintenance medications (long-term), you are allowed one 30-day fill only at any participating retail pharmacy. After the first 30-day fill, you must fill your prescription through the CVS Caremark Mail Service Pharmacy, CVS Pharmacy or other pharmacies that participate in the State of Connecticut Maintenance Drug Network. A full list of pharmacies in the maintenance drug network can be found on the Comptroller's website at www.osc.ct.gov.

ABOUT MAIL SERVICE and the STATE OF CONNECTICUT MAINTENANCE DRUG NETWORK

Where can I fill maintenance prescriptions?

The choice is yours. You can order 90-day supplies of maintenance medications at:

Mail Service: Register for mail service by phone (FastStart® toll free at 1-800-875-0867 from 8am-8:30pm Mon - Friday) or log on to and sign in or register, if necessary. Have your Prescription Card number, the names of your medicines, your doctor's information and your payment information ready. We handle the rest.

CVS Pharmacy - Visit your local CVS Pharmacy. If you are currently using CVS Pharmacy to fill your maintenance medications, you can continue to do so. Your CVS pharmacist can dispense your 90-day supply of a maintenance medication for one copay.

State of Connecticut Maintenance Drug Network - Fill your maintenance medications at a participating State of Connecticut Maintenance Drug Network Pharmacy. If your pharmacy is participating in the State of Connecticut Maintenance Drug network, you can use the pharmacy to dispense your 90-day supply of a maintenance medication.

How long does it take for my prescriptions to arrive by mail?

Please allow 7-10 days for delivery from the time the order is placed. You can check your refill status on-line or by calling toll-free at 1-877-461-0101. **Please note:** Mail order packaging accommodates all temperature sensitive drugs.

How should I ask my doctor or other prescriber to write my prescription in order to receive the maximum benefit for my maintenance medication?

Remind your doctor or other prescriber to write a "90-day supply plus refills," when clinically appropriate, for maintenance medications. CVS Caremark must fill your prescription for the exact quantity of medication that your doctor or healthcare provider prescribes, up to your plan design limit. When you need to take your maintenance medication right away, ask your doctor or other prescriber for two prescriptions:

- The **first** for up to a 30-day supply
- The **second** for up to a 90-day supply, with refills when clinically appropriate

Have the short-term supply filled immediately at any CVS Caremark participating retail pharmacy. Then you have the choice to fill your maintenance medication using Mail Service Pharmacy, CVS Pharmacy, or a pharmacy participating in the State of Connecticut Maintenance Drug Network.

ABOUT THE CVS CAREMARK DRUG LIST

What is a drug list?

It is a list of preferred prescription medications that have been chosen because of their clinical effectiveness and safety. This list is typically updated every three months. The drug list promotes the use of preferred brand-name medications and generic medications whenever possible. Generic medications are therapeutically equivalent to brand-name medications and must be approved by the U.S. Food and Drug Administration (FDA) for safety and effectiveness. Generally, generic medications cost less than brand-name medications. You can get a drug list by either visiting www.caremark.com or by calling Customer Care toll-free at 1-877-461-0101.

Where can I get a drug list brochure?

You can get a drug list brochure by visiting Caremark.com or by calling a Customer Care Representative toll-free at 1-877-461-0101. To save money, have your doctor or other prescriber choose a generic or preferred brand-name medication from the CVS Caremark Drug List, if appropriate. You may want to take the list with you when you visit your doctor or other prescriber.

Cigna Dental Benefit Summary

City of Hartford

Plan Effective Date: 07/01/2018



Insured by: Cigna Health and Life Insurance Company

This material is for informational purposes only and is designed to highlight some of the benefits available under this plan. Consult the plan documents to determine specific terms of coverage relating to your plan. Terms include covered procedures, applicable waiting periods, exclusions and limitations. **Your DPPO plan allows you to see any licensed dentist, but using an in-network dentist may minimize your out-of-pocket expenses.**

Cigna Dental PPO				
Network Options	In-Network:		Non-Network:	
	Total Cigna DPPO Network		See Non-Network Reimbursement	
Reimbursement Levels	Based on Contracted Fees		Maximum Reimbursable Charge	
Calendar Year Benefits Maximum	Unlimited		Unlimited	
Applies to: Class I, II & III expenses				
Calendar Year Deductible				
Individual	\$0		\$0	
Family	\$0		\$0	
Benefit Highlights	Plan Pays	You Pay	Plan Pays	You Pay
Class I: Diagnostic & Preventive	100%	No Charge	100%	No Charge
Oral Evaluations	No Deductible		No Deductible	
Prophylaxis: routine				
cleanings X-rays: routine				
X-rays: non-routine				
Fluoride Application				
Sealants: per tooth				
Emergency Care to Relieve Pain				
Class II: Basic Restorative	100%	0%	100%	0%
Restorative: fillings	No Deductible	No	No Deductible	No Deductible
Endodontics: minor and		Deductible		
major Oral Surgery: minor				
Repairs: bridges, crowns and inlays				
Repairs: dentures				
Denture Relines, Rebases and Adjustments				
Crowns: prefabricated stainless steel/ resin				
Class III: Major Restorative	50%	50%	50%	50%
Inlays and Onlays	No Deductible	No	No Deductible	No Deductible
Prosthesis Over Implant		Deductible		
Crowns: permanent cast and porcelain				
Bridges and Dentures				
Oral Surgery: major				
Space Maintainers: non-orthodontic				
Class IV: Orthodontia	60%	40%	60%	40%
Coverage for Dependent Children to age 19	No Deductible	No	No Deductible	No Deductible
Lifetime Benefits Maximum: \$600		Deductible		
Class VI: Periodontics	50%	50%	50%	50%
Periodontics: minor and major	No Deductible	No	No Deductible	No Deductible
Lifetime Benefits Maximum: \$500		Deductible		
Benefit Plan Provisions:				
In-Network Reimbursement	For services provided by a Cigna Dental PPO network dentist, Cigna Dental will reimburse the dentist according to a Fee Schedule or Discount Schedule.			
Non-Network Reimbursement	For services provided by a non-network dentist, Cigna Dental will reimburse according to the Maximum Reimbursable Charge. The MRC is calculated at the 85th percentile of all provider submitted amounts in the geographic area. The dentist may balance bill up to their usual fees.			
Cross Accumulation	All deductibles, plan maximums, and service specific maximums cross accumulate between in and out of network. Benefit frequency limitations are based on the date of service and cross accumulate between in and out of network.			

APPENDIX E-12

Calendar Year Benefits Maximum	The plan will only pay for covered charges up to the yearly Benefits Maximum, when applicable. Benefit-specific Maximums may also apply.
Calendar Year Deductible	This is the amount you must pay before the plan begins to pay for covered charges, when applicable. Benefit-specific deductibles may also apply.
Late Entrant Limitation Provision	No coverage until the next open enrollment period. This provision does not apply to new hires.
Pretreatment Review	Pretreatment review is available on a voluntary basis when dental work in excess of \$200 is proposed.
Oral Health Integration Program (OHIP)	Cigna Dental Oral Health Integration Program offers enhanced dental coverage for customers with the following medical conditions: diabetes, heart disease, stroke, maternity, head and neck cancer radiation, organ transplants and chronic kidney disease. There's no additional charge for the program, and those who qualify are eligible to receive reimbursement of their coinsurance for certain related dental procedures. Eligible customers can also receive guidance on behavioral issues related to oral health. Reimbursements under this program are not subject to the annual deductible, but will be applied to and are subject to the plan annual maximum. For more information including how to enroll in this program and a complete list of program terms and eligible medical conditions, go to www.mycigna.com or call customer service 24/7 at 1.800.CIGNA24.
Timely Filing	Out of network claims submitted to Cigna after 730 days from date of service will be denied.
Benefit Limitations:	
Oral Evaluations/Exams	2 per calendar year.
X-rays (routine)	Bitewings: 1 per calendar year.
X-rays (non-routine)	Complete series of radiographic images and panoramic radiographic images: Limited to a combined total of 1 per 36 months.
Diagnostic Casts	Payable only in conjunction with orthodontic workup.
Cleanings	2 per calendar year, including periodontal maintenance procedures following active therapy.
Fluoride Application	2 per calendar year for children under age 19.
Sealants (per tooth)	Limited to posterior tooth. 1 treatment per tooth every 36 months for children under age 14.
Space Maintainers	Limited to non-orthodontic treatment for children under age 19.
Inlays, Crowns, Bridges, Dentures and Partial	Replacement every 60 months if unserviceable and cannot be repaired. Benefits are based on the amount payable for non-precious metals. No porcelain or white/tooth-colored material on molar crowns or bridges.
Denture and Bridge Repairs	Reviewed if more than once.
Denture Relines, Rebases and Adjustments	Covered if more than 6 months after installation. 1 per 36 months.
Prosthesis Over Implant	Replacement every 60 months if unserviceable and cannot be repaired. Benefits are based on the amount payable for non-precious metals. No porcelain or white/tooth-colored material on molar crowns or bridges.
Benefit Exclusions:	
Covered Expenses will not include, and no payment will be made for the following:	
<ul style="list-style-type: none"> • Procedures and services not included in the list of covered dental expenses; • Diagnostic: cone beam imaging; • Preventive Services: instruction for plaque control, oral hygiene and diet; • Restorative: ceramic, resin, or acrylic materials on crowns or bridges on or replacing the upper and or lower first, second and/or third molars; • Periodontics: bite registrations; splinting; • Prosthodontic: precision or semi-precision attachments; • Implants: implants or implant related services; • Procedures, appliances or restorations, except full dentures, whose main purpose is to change vertical dimension, diagnose or treat conditions of dysfunction of the temporomandibular joint (TMJ), stabilize periodontally involved teeth or restore occlusion; • Athletic mouth guards; • Services performed primarily for cosmetic reasons; • Personalization or decoration of any dental device or dental work; • Replacement of an appliance per benefit guidelines; • Services that are deemed to be medical in nature; • Services and supplies received from a hospital; • Drugs: prescription drugs; • Charges in excess of the Maximum Reimbursable Charge. 	

APPENDIX E-2

This document provides a summary only. It is not a contract. If there are any differences between this summary and the official plan documents, the terms of the official plan documents will prevail.

Product availability may vary by location and plan type and is subject to change. All group dental insurance policies and dental benefit plans contain exclusions and limitations. For costs and details of coverage, review your plan documents or contact a Cigna representative.

All Cigna products and services are provided exclusively by or through operating subsidiaries of Cigna Corporation, including Cigna Health and Life Insurance Company (CHLIC), Connecticut General Life Insurance Company, and Cigna Dental Health, Inc.

© 2021 Cigna / version 12152020

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

SKILLED TRADES SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3 RD YEAR	4TH YEAR
4231	INSTITUTIONAL ENGINEER	0%	7/1/2015	1013.75	1064.50	1115.25						
		0%	7/1/2016	1013.75	1064.50	1115.25						
		0%	7/1/2017	1013.75	1064.50	1115.25						
		2%	7/1/2018	1034.00	1085.75	1137.50						
		2%	7/1/2019	1054.75	1107.50	1160.25						
		0%	7/1/2020	1054.75	1107.50	1160.25						
<hr/>												
4312	ELECTRICIAN II	0%	7/1/2015	1054.75	1107.50	1160.25						
4342	MASTER PLUMBER	0%	7/1/2016	1054.75	1107.50	1160.25						
		0%	7/1/2017	1054.75	1107.50	1160.25						
		2%	7/1/2018	1075.85	1129.65	1183.46						
		2%	7/1/2019	1097.37	1152.24	1207.13						
		0%	7/1/2020	1097.37	1152.24	1207.13						
<hr/>												
4013	FLOOD CONTROL CREW LEADER	0%	7/1/2015	895.00			939.75		984.50			
		0%	7/1/2016	895.00			939.75		984.50			
		0%	7/1/2017	895.00			939.75		984.50			
		2%	7/1/2018	913.00			958.75		1004.25			
		2%	7/1/2019	931.25			977.75		1024.50			
		0%	7/1/2020	931.25			977.75		1024.50			
<hr/>												
4337	PAINTER III (3% Step)	0.00%	7/1/2015	949.25	977.75	1006.25						
		0%	7/1/2016	949.25	977.75	1006.25						
		0%	7/1/2017	949.25	977.75	1006.25						
		2%	7/1/2018	968.25	997.25	1026.25						
		2%	7/1/2019	987.50	1017.25	1046.75						
		0%	7/1/2020	987.50	1017.25	1046.75						

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [\[TO BE UPDATED\]](#)

SKILLED TRADES SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4307	LEAD CARPENTER (3% Step)	0.00%	7/1/2015	963.25	992.25	1021.00						
4333	LEAD MASON (3% Step)	0.00%	7/1/2016	963.25	992.25	1021.00						
		0.00%	7/1/2017	963.25	992.25	1021.00						
		2.00%	7/1/2018	982.50	1012.00	1041.50						
		2.00%	7/1/2019	1002.25	1032.25	1062.50						
		0.00%	7/1/2020	1002.25	1032.25	1062.50						
4356	PLUMBING & HEATING MECHANIC	0.00%	7/1/2015	926.00			972.25		1018.50			
		0.00%	7/1/2016	926.00			972.25		1018.50			
		0.00%	7/1/2017	926.00			972.25		1018.50			
		2.00%	7/1/2018	944.50			991.75		1039.00			
		2.00%	7/1/2019	963.50			1011.75		1059.75			
		0.00%	7/1/2020	963.50			1011.75		1059.75			
4161	HEAVY EQUIPMENT MECHANIC	0.00%	7/1/2015	972.75			1021.50		1070.00			
		0.00%	7/1/2016	972.75			1021.50		1070.00			
		0.00%	7/1/2017	972.75			1021.50		1070.00			
		2.00%	7/1/2018	992.25			1041.75		1091.50			
		2.00%	7/1/2019	1012.00			1062.50		1113.25			
		0.00%	7/1/2020	1012.00			1062.50		1113.25			
4306	CARPENTER (3% Step)	0.00%	7/1/2015	880.00	906.50	932.75						
		0.00%	7/1/2016	880.00	906.50	932.75						
		0.00%	7/1/2017	880.00	906.50	932.75						
		2.00%	7/1/2018	897.50	924.50	951.25						
		2.00%	7/1/2019	915.50	943.00	970.50						
		0.00%	7/1/2020	915.50	943.00	970.50						

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

SKILLED TRADES SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4141	AUTOMOTIVE MECHANIC (3% Step)	0.00%	7/1/2015	882.25	908.75	935.25						
		0.00%	7/1/2016	882.25	908.75	935.25						
		0.00%	7/1/2017	882.25	908.75	935.25						
		2.00%	7/1/2018	900.00	927.00	954.00						
		2.00%	7/1/2019	918.00	945.50	973.00						
		0.00%	7/1/2020	918.00	945.50	973.00						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4142	EQUIPMENT MECHANIC (PARKS) (3% Step)	0.00%	7/1/2015	853.25	878.75	904.50						
4321	MACHINE SHOP MECHANIC II (3% Step)	0.00%	7/1/2016	853.25	878.75	904.50						
		0.00%	7/1/2017	853.25	878.75	904.50						
		2.00%	7/1/2018	870.25	896.25	922.50						
		2.00%	7/1/2019	887.75	914.50	941.00						
		0.00%	7/1/2020	887.75	914.50	941.00						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4331	MASON (3% Step)	0.00%	7/1/2015	896.50	923.50	950.25						
		0.00%	7/1/2016	896.50	923.50	950.25						
		0.00%	7/1/2017	896.50	923.50	950.25						
		2.00%	7/1/2018	914.50	942.00	969.25						
		2.00%	7/1/2019	932.75	960.75	988.75						
		0.00%	7/1/2020	932.75	960.75	988.75						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4345	RADIO TECHNICIAN I ¹	0.00%	7/1/2015	854.50			897.25		940.00		982.75	1025.50
		0.00%	7/1/2016	854.50			897.25		940.00		982.75	1025.50
		0.00%	7/1/2017	854.50			897.25		940.00		982.75	1025.50
		2.00%	7/1/2018	871.50			915.00		958.75		1002.25	1045.75
		2.00%	7/1/2019	889.00			933.50		978.00		1022.25	1066.75
		0.00%	7/1/2020	889.00			933.50		978.00		1022.25	1066.75

¹ 3rd & 4th year rates apply only to employees who obtain a Second Class Radio Telephone Operator License and have served one year at the next lower step.

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

SKILLED TRADES SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4355	STEAMFITTER (3% Step)	0.00%	7/1/2015	885.25	911.75	938.25						
		0.00%	7/1/2016	885.25	911.75	938.25						
		0.00%	7/1/2017	885.25	911.75	938.25						
		2.00%	7/1/2018	903.00	930.00	957.25						
		2.00%	7/1/2019	921.00	948.75	976.25						
		0.00%	7/1/2020	921.00	948.75	976.25						
<hr/>												
4311	ELECTRICIAN I (3% Step)	0.00%	7/1/2015	930.25	958.25	986.00						
4350	ELECTRO-MECHANICAL TECHNICIAN (3% Step)	0.00%	7/1/2016	930.25	958.25	986.00						
4341	PLUMBER (3% Step)	0.00%	7/1/2017	930.25	958.25	986.00						
		Upgrade	2.00%	7/1/2018	948.75	977.25	1005.75					
			2.00%	7/1/2019	967.75	996.75	1025.75					
			0.00%	7/1/2020	967.75	996.75	1025.75					
<hr/>												
0036	CENTRAL DUPLICATING OPERATOR	0.00%	7/1/2015	808.50			849.00		889.25		929.75	970.25
4319	VOTING MACHINE TECHNICIAN	0.00%	7/1/2016	808.50			849.00		889.25		929.75	970.25
		0.00%	7/1/2017	808.50			849.00		889.25		929.75	970.25
		2.00%	7/1/2018	824.75			866.00		907.25		948.50	989.75
		2.00%	7/1/2019	841.25			883.25		925.50		967.50	1009.50
		0.00%	7/1/2020	841.25			883.25		925.5		967.50	1009.50
		<hr/>										
4330	CEMENT FINISHER (3% Step)	0.00%	7/1/2015	782.00	805.50	829.00						
		0.00%	7/1/2016	782.00	805.50	829.00						
		0.00%	7/1/2017	782.00	805.50	829.00						
		2.00%	7/1/2018	797.75	821.75	845.50						
		2.00%	7/1/2019	813.75	838.25	862.50						
		0.00%	7/1/2020	813.75	838.25	862.50						

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

SKILLED TRADES SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4303	BLACKSMITH (3% Step)	0.00%	7/1/2015	812.75	837.25	861.50						
		0.00%	7/1/2016	812.75	837.25	861.50						
		0.00%	7/1/2017	812.75	837.25	861.50						
		2.00%	7/1/2018	829.00	853.75	878.75						
		2.00%	7/1/2019	845.50	870.75	896.25						
		0.00%	7/1/2020	845.50	870.75	896.25						
4304	WELDER-BLACKSMITH (3% Step)	0.00%	7/1/2015	812.75	837.25	861.50	886.00					
		0.00%	7/1/2016	812.75	837.25	861.50	886.00					
		0.00%	7/1/2017	812.75	837.25	861.50	886.00					
		2.00%	7/1/2018	829.00	853.75	878.75	903.50					
		2.00%	7/1/2019	845.50	870.75	896.25	921.50					
		0.00%	7/1/2020	845.50	870.75	896.25	921.50					
4336	PAINTER II (3% Step)	0.00%	7/1/2015	838.00	863.25	888.25						
		0.00%	7/1/2016	838.00	863.25	888.25						
		0.00%	7/1/2017	838.00	863.25	888.25						
		2.00%	7/1/2018	880.50	907.00	933.25						
		2.00%	7/1/2019	898.00	925.00	952.00						
		0.00%	7/1/2020	898.00	925.00	952.00						

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

RECREATION AND RELATED SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
3637	EARLY LEARNING CENTER TEACHER	0.00%	7/1/2015	699.75			734.75		769.75		804.755	839.75
		0.00%	7/1/2016	699.75			734.75		769.75		804.755	839.75
		0.00%	7/1/2017	699.75			734.75		769.75		804.755	839.75
		2.00%	7/1/2018	713.75			749.50		785.25		820.75	856.50
		2.00%	7/1/2019	728.00			764.50		800.75		837.25	873.50
		0.00%	7/1/2020	728.00			764.50		800.75		837.25	873.50
6102	RECREATION LEADER	0.00%	7/1/2015	845.00	887.25	929.50	971.75		1014.00			
		0.00%	7/1/2016	845.00	887.25	929.50	971.75		1014.00			
		0.00%	7/1/2017	845.00	887.25	929.50	971.75		1014.00			
		2.00%	7/1/2018	862.00	905.00	948.25	991.25		1034.50			
		2.00%	7/1/2019	879.25	923.25	967.25	1011.25		1055.00			
		0.00%	7/1/2020	879.25	923.25	967.25	1011.25		1055.00			
3599	SENIOR AIDE ²											

² Hourly rate as authorized by Federal Program

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

RECREATION AND RELATED SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6121	LIFE GUARD (Part-Time; Munis CC:621P)	0.00%	7/1/2015	12.0029		12.6030	13.2032					
			w/.25	12.2529		12.8530	13.4532					
		0.00%	7/1/2016	12.0029		12.6030	13.2032					
			w/.25	12.2529		12.8530	13.4532					
		0.00%	7/1/2017	12.0029		12.6030	13.2032					
			w/.25	12.2529		12.8530	13.4532					
		2.00%	7/1/2018	12.2430		12.8551	13.4673					
			w/.25	12.4930		13.1051	13.7173					
		2.00%	7/1/2019	12.4878		13.1122	13.7366					
			w/.25	12.7378		13.3622	13.9866					
		0.00%	7/1/2020	12.4878		13.1122	13.7366					
			w/.25	12.7378		13.3622	13.9866					

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6122	SENIOR LIFE GUARD (Part-Time; Munis CC: 622P)	0.00%	7/1/2015	13.0192		13.6702	14.3211	14.9721	15.6230			
			w/.25	13.2692		13.9202	14.5711	15.2221	15.8730			
		0.00%	7/1/2016	13.0192		13.6702	14.3211	14.9721	15.6230			
			w/.25	13.2692		13.9202	14.5711	15.2221	15.8730			
		0.00%	7/1/2017	13.0192		13.6702	14.3211	14.9721	15.6230			
			w/.25	13.2692		13.9202	14.5711	15.2221	15.8730			
		2.00%	7/1/2018	13.2796		13.9436	14.6075	15.2715	15.9355			
			w/.25	13.5296		14.1936	14.8575	15.5215	16.1855			
		2.00%	7/1/2019	13.5452		14.2224	14.8997	15.5770	16.2542			
			w/.25	13.7952		14.4724	15.1497	15.8270	16.5042			
		0.00%	7/1/2020	13.5452		14.2224	14.8997	15.5770	16.2542			
			w/.25	13.7952		14.4724	15.1497	15.8270	16.5042			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6123	HEAD LIFE GUARD (Part-Time; Munis CC: 623P)	0.00%	7/1/2015	17.837			18.7289		19.6207		20.5126	21.4044
			w/.25	18.087			18.9789		19.8707		20.7626	21.6544
		0.00%	7/1/2016	17.837			18.7289		19.6207		20.5126	21.4044
			w/.25	18.087			18.9789		19.8707		20.7626	21.6544
		0.00%	7/1/2017	17.837			18.7289		19.6207		20.5126	21.4044
			w/.25	18.087			18.9789		19.8707		20.7626	21.6544
		2.00%	7/1/2018	18.1937			19.1034		20.0131		20.9228	21.8325
			w/.25	18.4437			19.3534		20.2631		21.1728	22.0825
		2.00%	7/1/2019	18.5576			19.4855		20.4134		21.3413	22.2691
			w/.25	18.8076			19.7355		20.6634		21.5913	22.5191
		0.00%	7/1/2020	18.5576			19.4855		20.4134		21.3412	22.2691
			w/.25	18.8076			19.7355		20.6634		21.5912	22.5191

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

RECREATION AND RELATED SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6101	RECREATION ASSISTANT (Part-Time; Munis CC:611P)	0.00%	7/1/2015	12.6963		13.3311	13.9659	14.6007	15.2356			
			w/.25	12.9463		13.5811	14.2159	14.8507	15.4856			
		0.00%	7/1/2016	12.6963		13.3311	13.9659	14.6007	15.2356			
			w/.25	12.9463		13.5811	14.2159	14.8507	15.4856			
		0.00%	7/1/2017	12.6963		13.3311	13.9659	14.6007	15.2356			
			w/.25	12.9463		13.5811	14.2159	14.8507	15.4856			
		2.00%	7/1/2018	12.9502		13.5977	14.2452	14.8927	15.5402			
	w/.25	13.2002		13.8477	14.4952	15.1427	15.7902					
2.00%	7/1/2019	13.2092		13.8697	14.5302	15.1906	15.8511					
	w/.25	13.4592		14.1197	14.7802	15.4406	16.1011					
0.00%	7/1/2020	13.2092		13.8697	14.5301	15.1906	15.8510					
	w/.25	13.4592		14.1197	14.7801	15.4406	16.1010					
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6104	JUNIOR RECREATION LEADER (Part-Time; Munis CC: 614P)	0.00%	7/1/2015	15.1590		15.9170	16.6749	17.4329	18.1908			
			w/.25	15.4090		16.1670	16.9249	17.6829	18.4408			
		0.00%	7/1/2016	15.1590		15.9170	16.6749	17.4329	18.1908			
			w/.25	15.4090		16.1670	16.9249	17.6829	18.4408			
		0.00%	7/1/2017	15.1590		15.9170	16.6749	17.4329	18.1908			
			w/.25	15.4090		16.1670	16.9249	17.6829	18.4408			
		2.00%	7/1/2018	15.4622		16.2353	17.0084	17.7815	18.5546			
	w/.25	15.7122		16.4853	17.2584	18.0315	18.8046					
2.00%	7/1/2019	15.7714		16.5600	17.3485	18.1371	18.9257					
	w/.25	16.0214		16.8100	17.5985	18.3871	19.1757					
0.00%	7/1/2020	15.7714		16.5600	17.3485	18.1371	18.9257					
	w/.25	16.0214		16.8100	17.5985	18.3871	19.1757					
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6109	RECREATION SPECIALIST (Part-Time; Munis CC:619P)	0.00%	7/1/2015	19.1043			20.0595		21.0147		21.9699	22.9252
			w/.25	19.3543			20.3095		21.2647		22.2199	23.1752
		0.00%	7/1/2016	19.1043			20.0595		21.0147		21.9699	22.9252
			w/.25	19.3543			20.3095		21.2647		22.2199	23.1752
		0.00%	7/1/2017	19.1043			20.0595		21.0147		21.9699	22.9252
			w/.25	19.3543			20.3095		21.2647		22.2199	23.1752
		2.00%	7/1/2018	19.4864			20.4607		21.4350		22.4094	23.3837
	w/.25	19.7364			20.7107		21.6850		22.6594	23.6337		
2.00%	7/1/2019	19.8761			20.8699		21.8637		22.8575	23.8513		
	w/.25	20.1261			21.1199		22.1137		23.1075	24.1013		
0.00%	7/1/2020	19.8761			20.8699		21.8637		22.8575	23.8513		
	w/.25	20.1261			21.1199		22.1137		23.1075	24.1013		

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

RECREATION AND RELATED SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3 RD YEAR	4TH YEAR
6001	PARK FACILITIES ATTENDANT I (Part-Time; Munis CC:601P)	0.00%	7/1/2015	10.2932	10.8079	11.3225						
			w/.25	10.5432	11.0579	11.5725						
		0.00%	7/1/2016	10.2932	10.8079	11.3225						
			w/.25	10.5432	11.0579	11.5725						
		0.00%	7/1/2017	10.2932	10.8079	11.3225						
			w/.25	10.5432	11.0579	11.5725						
		2.00%	7/1/2018	10.4991	11.0241	11.5490						
	w/.25	10.7491	11.2741	11.7990								
2.00%	7/1/2019	10.7091	11.2446	11.7800								
	w/.25	10.9591	11.4946	12.0300								
0.00%	7/1/2020	10.7091	11.2446	11.7800								
	w/.25	10.9591	11.4946	12.0300								

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3 RD YEAR	4TH YEAR
6002	PARK FACILITIES ATTENDANT II (Part-Time; Munis CC:602P)	0.00%	7/1/2015	10.9150		11.4608	12.0065	12.5523	13.0980	0.00%		
			w/.25	11.1650		11.7108	12.2565	12.8023	13.3480			
		0.00%	7/1/2016	10.9150		11.4608	12.0065	12.5523	13.0980	0.00%		
			w/.25	11.1650		11.7108	12.2565	12.8023	13.3480			
		0.00%	7/1/2017	10.9150		11.4608	12.0065	12.5523	13.0980	0.00%		
			w/.25	11.1650		11.7108	12.2565	12.8023	13.3480			
		2.00%	7/1/2018	11.1333		11.6900	12.2466	12.8033	13.3600	2.00%		
	w/.25	11.3833		11.9400	12.4966	13.0533	13.6100					
2.00%	7/1/2019	11.3560		11.9238	12.4916	13.0594	13.6272	2.00%				
	w/.25	11.6060		12.1738	12.7416	13.3094	13.8772					
0.00%	7/1/2020	11.3560		11.9238	12.4916	13.0594	13.6272	0.00%				
	w/.25	11.6060		12.1738	12.7416	13.3094	13.8772					

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1 ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3 RD YEAR	4TH YEAR
6100	COMMUNITY RECREATION WORKER (Part-Time; Munis CC: 610P)	0.00%	7/1/2015	13.2702		13.9337	14.5972	15.2607	15.9242			
			w/.25	13.5202		14.1837	14.8472	15.5107	16.1742			
		0.00%	7/1/2016	13.2702		13.9337	14.5972	15.2607	15.9242			
			w/.25	13.5202		14.1837	14.8472	15.5107	16.1742			
		0.00%	7/1/2017	13.2702		13.9337	14.5972	15.2607	15.9242			
			w/.25	13.5202		14.1837	14.8472	15.5107	16.1742			
		2.00%	7/1/2018	13.5356		14.2124	14.8892	15.5659	16.2427			
	w/.25	13.7856		14.4624	15.1392	15.8159	16.4927					
2.00%	7/1/2019	13.8063		14.4966	15.1869	15.8772	16.5676					
	w/.25	14.0563		14.7466	15.4369	16.1272	16.8176					
0.00%	7/1/2020	13.8063		14.4966	15.1869	15.8772	16.5676					
	w/.25	14.0563		14.7466	15.4369	16.1272	16.8176					

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

NURSING AND MEDICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1 ST YEAR	1 ½ YEAR	2 ND YEAR	2 1/2 YEAR	3 RD YEAR	4 TH YEAR
3201	DENTAL ASSISTANT	0.00%	7/1/2015	521.50		547.50	573.75	599.75	625.75			
3011	NURSE'S AIDE	0.00%	7/1/2016	521.50		547.50	573.75	599.75	625.75			
		0.00%	7/1/2017	521.50		547.50	573.75	599.75	625.75			
		2.00%	7/1/2018	532.00		558.50	585.25	611.75	638.50			
		2.00%	7/1/2019	542.75		570.00	597.00	624.25	651.25			
		0.00%	7/1/2020	542.75		570.00	597.00	624.25	651.25			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1 ST YEAR	1 ½ YEAR	2 ND YEAR	2 1/2 YEAR	3 RD YEAR	4 TH YEAR
3301	LABORATORY ASSISTANT	0.00%	7/1/2015	568.75		597.25	625.75	654.00	682.50			
		0.00%	7/1/2016	568.75		597.25	625.75	654.00	682.50			
		0.00%	7/1/2017	568.75		597.25	625.75	654.00	682.50			
		2.00%	7/1/2018	580.25		609.25	638.25	667.25	696.25			
		2.00%	7/1/2019	591.75		621.25	651.00	680.50	710.00			
		0.00%	7/1/2020	591.75		621.25	651.00	680.50	710.00			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1 ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3 RD YEAR	4 TH YEAR
3021	LICENSED PRACTICAL NURSE	0.00%	7/1/2015	655.75		688.50	721.25	754.00	787.00			
		0.00%	7/1/2016	655.75		688.50	721.25	754.00	787.00			
		0.00%	7/1/2017	655.75		688.50	721.25	754.00	787.00			
		2.00%	7/1/2018	668.75		702.25	735.75	769.00	802.50			
		2.00%	7/1/2019	682.25		716.25	750.50	784.50	818.75			
		0.00%	7/1/2020	682.25		716.25	750.50	784.50	818.75			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1 ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3 RD YEAR	4 TH YEAR
3022	LICENSED PRACTICAL NURSE (FP & CH)	0.00%	7/1/2015	655.75		688.50	721.25	754.00	787.00			
3331	X-RAY TECHNICIAN	0.00%	7/1/2016	655.75		688.50	721.25	754.00	787.00			
		0.00%	7/1/2017	655.75		688.50	721.25	754.00	787.00			
		2.00%	7/1/2018	668.75		702.25	735.75	769.00	802.50			
		2.00%	7/1/2019	682.25		716.25	750.50	784.50	818.75			
		0.00%	7/1/2020	682.25		716.25	750.50	784.50	818.75			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1 ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3 RD YEAR	4 TH YEAR
3332	SENIOR X-RAY TECHNICIAN	0.00%	7/1/2015	751.25		788.75	826.50	864.00	901.50			
		0.00%	7/1/2016	751.25		788.75	826.50	864.00	901.50			
		0.00%	7/1/2017	751.25		788.75	826.50	864.00	901.50			
		2.00%	7/1/2018	766.25		804.50	843.00	881.25	919.50			
		2.00%	7/1/2019	781.50		820.50	859.75	898.75	937.75			
		0.00%	7/1/2020	781.50		820.50	859.75	898.75	937.75			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

LABOR SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4222	STATIONARY ENGINEER	0.00%	7/1/2015	808.00		848.50	888.75					
		0.00%	7/1/2016	808.00		848.50	888.75					
		0.00%	7/1/2017	808.00		848.50	888.75					
		2.00%	7/1/2018	824.25		865.50	906.75					
		2.00%	7/1/2019	840.75		882.75	924.75					
		0.00%	7/1/2020	840.75		882.75	924.75					
4320	MACHINE SHOP MECHANIC I	0.00%	7/1/2015	748.25		785.75	823.00		860.50			
		0.00%	7/1/2016	748.25		785.75	823.00		860.50			
		0.00%	7/1/2017	748.25		785.75	823.00		860.50			
		2.00%	7/1/2018	763.25		801.50	839.50		877.75			
		2.00%	7/1/2019	778.50		817.50	856.25		895.25			
		0.00%	7/1/2020	778.50		817.50	856.25		895.25			
6012	SENIOR GARDENER (3% Step)	0.00%	7/1/2015	834.25	859.25	884.25						
		0.00%	7/1/2016	834.25	859.25	884.25						
		0.00%	7/1/2017	834.25	859.25	884.25						
		2.00%	7/1/2018	851.00	876.50	902.00						
		2.00%	7/1/2019	868.00	894.00	920.00						
		0.00%	7/1/2020	868.00	894.00	920.00						
4021	SANITATION LABORER	0.00%	7/1/2015	642.00		674.00	706.25					
		0.00%	7/1/2016	642.00		674.00	706.25					
		0.00%	7/1/2017	642.00		674.00	706.25					
		2.00%	7/1/2018	654.75		687.50	720.25					
		2.00%	7/1/2019	667.75		701.25	734.50					
		0.00%	7/1/2020	667.75		701.25	734.50					

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

LABOR SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4008	STABLE ATTENDANT	0.00%	7/1/2015	668.50		702.00	735.25					
		0.00%	7/1/2016	668.50		702.00	735.25					
		0.00%	7/1/2017	668.50		702.00	735.25					
		2.00%	7/1/2018	681.75		715.75	750.00					
		2.00%	7/1/2019	695.50		730.25	765.00					
		0.00%	7/1/2020	695.50		730.25	765.00					
6011	GARDENER	0.00%	7/1/2015	702.50		737.75	772.75					
		0.00%	7/1/2016	702.50		737.75	772.75					
		0.00%	7/1/2017	702.50		737.75	772.75					
		2.00%	7/1/2018	716.50		752.25	788.25					
		2.00%	7/1/2019	730.75		767.25	803.75					
		0.00%	7/1/2020	730.75		767.25	803.75					
4040	PARKING METER SERVICER (3% Step)	0.00%	7/1/2015	668.75		688.75	709.00					
		0.00%	7/1/2016	668.75		688.75	709.00					
		0.00%	7/1/2017	668.75		688.75	709.00					
		2.00%	7/1/2018	682.25		702.75	723.25					
		2.00%	7/1/2019	696.00		717.00	737.75					
		0.00%	7/1/2020	696.00		717.00	737.75					
4211	MAINTENANCE MECHANIC	0.00%	7/1/2015	733.75		770.50	807.25					
		0.00%	7/1/2016	733.75		770.50	807.25					
		0.00%	7/1/2017	733.75		770.50	807.25					
		2.00%	7/1/2018	748.50		786.00	823.25					
		2.00%	7/1/2019	763.50		801.75	839.75					
		0.00%	7/1/2020	763.50		801.75	839.75					

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

LABOR SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4135	TIRE REPAIRER (3% Step)	0.00%	7/1/2015	698.50	719.50	740.50						
		0.00%	7/1/2016	698.50	719.50	740.50						
		0.00%	7/1/2017	698.50	719.50	740.50						
		2.00%	7/1/2018	712.50	734.00	755.25						
		2.00%	7/1/2019	726.75	748.50	770.25						
		0.00%	7/1/2020	726.75	748.50	770.25						
4009	POLICE AIDE	0.00%	7/1/2015	625.75			657.00		688.25		719.50	751.00
		0.00%	7/1/2016	625.75			657.00		688.25		719.50	751.00
		0.00%	7/1/2017	625.75			657.00		688.25		719.50	751.00
		2.00%	7/1/2018	638.25			670.25		702.00		734.00	766.00
		2.00%	7/1/2019	651.00			683.50		716.00		748.75	781.25
		0.00%	7/1/2020	651.00			683.50		716.00		748.75	781.25
4001	LABORER	0.00%	7/1/2015	591.25		620.75	650.50					
		0.00%	7/1/2016	591.25		620.75	650.50					
		0.00%	7/1/2017	591.25		620.75	650.50					
		2.00%	7/1/2018	603.00		633.25	663.25					
		2.00%	7/1/2019	615.00		645.75	676.50					
		0.00%	7/1/2020	615.00		645.75	676.50					
4003	MOTOR POOL ATTENDANT	0.00%	7/1/2015	683.00		717.25	751.25					
		0.00%	7/1/2016	683.00		717.25	751.25					
		0.00%	7/1/2017	683.00		717.25	751.25					
		2.00%	7/1/2018	696.75		731.50	766.50					
		2.00%	7/1/2019	710.75		746.25	781.75					
		0.00%	7/1/2020	710.75		746.25	781.75					
1060	DELIVERY DRIVER	0.00%	7/1/2015	638.75			670.75		702.75			
		0.00%	7/1/2016	638.75			670.75		702.75			
		0.00%	7/1/2017	638.75			670.75		702.75			
		2.00%	7/1/2018	651.50			684.00		716.75			
		2.00%	7/1/2019	664.50			697.75		731.00			
		0.00%	7/1/2020	664.50			697.75		731.00			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

LABOR SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4131	AUTOMOTIVE SERVICER	0.00%	7/1/2015	638.75		670.75	702.75					
4223	INCINERATOR TENDER	0.00%	7/1/2016	638.75		670.75	702.75					
4002	SEMI-SKILLED LABORER	0.00%	7/1/2017	638.75		670.75	702.75					
4221	STATIONARY BOILER TENDER	2.00%	7/1/2018	651.50		684.00	716.75					
4201	WEIGHER	2.00%	7/1/2019	664.50		697.75	731.00					
		0.00%	7/1/2020	664.50		697.75	731.00					

CODE	CLASS	% INCR	DATE	BASE RATE	2 MTHS	4 MTHS	1/2 YEAR
4024	MAINTAINER I	0.00%	7/1/2015	563.00	591.25	619.25	647.50
		0.00%	7/1/2016	563.00	591.25	619.25	647.50
		0.00%	7/1/2017	563.00	591.25	619.25	647.50
		2.00%	7/1/2018	574.25	603.00	631.75	660.50
		2.00%	7/1/2019	585.75	615.00	644.25	673.50
		0.00%	7/1/2020	585.75	615.00	644.25	673.50

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4025	MAINTAINER II	0.00%	7/1/2015	637.00		668.75	700.75		732.50			
		0.00%	7/1/2016	637.00		668.75	700.75		732.50			
		0.00%	7/1/2017	637.00		668.75	700.75		732.50			
		2.00%	7/1/2018	649.75		682.25	714.75		747.25			
		2.00%	7/1/2019	662.75		696.00	729.00		762.25			
		0.00%	7/1/2020	662.75		696.00	729.00		762.25			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4026	MAINTAINER III	0.00%	7/1/2015	749.50		787.00	824.50		862.00			
		0.00%	7/1/2016	749.50		787.00	824.50		862.00			
		0.00%	7/1/2017	749.50		787.00	824.50		862.00			
		2.00%	7/1/2018	764.50		802.75	841.00		879.25			
		2.00%	7/1/2019	779.75		818.75	857.75		896.75			
		0.00%	7/1/2020	779.75		818.75	857.75		896.75			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4027	MAINTAINER IV	0.00%	7/1/2015	803.25		843.50	883.50		923.75			
		0.00%	7/1/2016	803.25		843.50	883.50		923.75			
		0.00%	7/1/2017	803.25		843.50	883.50		923.75			
		2.00%	7/1/2018	819.25		860.25	901.25		942.25			
		2.00%	7/1/2019	835.75		877.50	919.25		961.00			
		0.00%	7/1/2020	835.75		877.50	919.25		961.00			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

LABOR SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4028	PUBLIC WORKS TEAM LEADER (Created Per 12/11/2015 MOA)		12/11/2015	926.00			972.25		1018.50		1065.00	1111.25
		0.00%	7/1/2016	926.00			972.25		1018.50		1065.00	1111.25
		0.00%	7/1/2017	926.00			972.25		1018.50		1065.00	1111.25
		2.00%	7/1/2018	944.50			991.75		1039.00		1086.25	1133.50
		2.00%	7/1/2019	963.50			1011.75		1059.75		1108.00	1156.25
		0.00%	7/1/2020	963.50			1011.75		1059.75		1108.00	1156.25

LABOR SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
402P	SEMI-SKILLED LABORER (Part-Time)	0.00%	7/1/2015	15.9688		16.7688	17.5688					
				w/.25	16.2188		17.0188	17.8188				
		0.00%	7/1/2016	15.9688		16.7688	17.5688					
				w/.25	16.2188		17.0188	17.8188				
		0.00%	7/1/2017	15.9688		16.7688	17.5688					
				w/.25	16.2188		17.0188	17.8188				
		2.00%	7/1/2018	16.2875		17.1000	17.9188					
				w/.25	16.5375		17.3500	18.1688				
		2.00%	7/1/2019	16.6125		17.4438	18.2750					
				w/.25	16.8625		17.6938	18.5250				
		0.00%	7/1/2020	16.6125		17.4438	18.2750					
				w/.25	16.8625		17.6938	18.5250				

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
440P	PARKING METER SERVICER (Part-Time)	0.00%	7/1/2015	16.7188		17.2188	17.7250					
		0.00%	7/1/2016	16.7188		17.2188	17.7250					
		0.00%	7/1/2017	16.7188		17.2188	17.7250					
		2.00%	7/1/2018	17.0563		17.5688	18.0813					
		2.00%	7/1/2019	17.4000		17.9250	18.4438					
		0.00%	7/1/2020	17.4000		17.9250	18.4438					

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

INSPECTIONAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4010	RODENT CONTROL INSPECTOR	0.00%	7/1/2015	770.00			808.50		847.00		885.50	924.00
		0.00%	7/1/2016	770.00			808.50		847.00		885.50	924.00
		0.00%	7/1/2017	770.00			808.50		847.00		885.50	924.00
		2.00%	7/1/2018	785.50			824.75		864.00		903.25	942.50
		2.00%	7/1/2019	801.25			841.25		881.50		921.50	961.50
		0.00%	7/1/2020	801.25			841.25		881.50		921.50	961.50
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
5261	DEPUTY SEALER WEIGHTS & MEASURES	0.00%	7/1/2015	906.50		951.75	997.25					
		0.00%	7/1/2016	906.50		951.75	997.25					
		0.00%	7/1/2017	906.50		951.75	997.25					
		2.00%	7/1/2018	924.75		971.00	1017.25					
		2.00%	7/1/2019	943.25		990.50	1037.50					
		0.00%	7/1/2020	943.75		990.50	1037.50					
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
3515	HOUSING INSPECTOR	0.00%	7/1/2015	907.75		953.25	998.50	1044.00	1089.25			
		0.00%	7/1/2016	907.75		953.25	998.50	1044.00	1089.25			
		0.00%	7/1/2017	907.75		953.25	998.50	1044.00	1089.25			
		2.00%	7/1/2018	926.00		972.25	1018.50	1065.00	1111.25			
		2.00%	7/1/2019	944.50		991.75	1039.00	1086.25	1133.50			
		0.00%	7/1/2020	944.50		991.75	1039.00	1086.25	1133.50			
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
5221	BUILDING INSPECTOR I	0.00%	7/1/2015	1142.00			1199.00		1256.25			
5231	ELECTRICAL INSPECTOR I	0.00%	7/1/2016	1142.00			1199.00		1256.25			
5241	HEATING & REFRIG INSPECTOR	0.00%	7/1/2017	1142.00			1199.00		1256.25			
5251	PLUMBING INSPECTOR I	2.00%	7/1/2018	1164.75			1223.00		1281.25			
		2.00%	7/1/2019	1188.00			1247.50		1306.75			
		0.00%	7/1/2020	1188.00			1247.50		1306.75			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

INSPECTIONAL SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
523P	ELECTRICAL INSPECTOR I (Part-Time)	0.00%	7/1/2015	28.5500			29.9750		31.4063			
		0.00%	7/1/2016	28.5500			29.9750		31.4063			
		0.00%	7/1/2017	28.5500			29.9750		31.4063			
		2.00%	7/1/2018	29.1188			30.5750		32.0313			
		2.00%	7/1/2019	29.7000			31.1875		32.6688			
		0.00%	7/1/2020	29.7000			31.1875		32.6688			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

FOOD SERVICES SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
1220	CONCESSION AIDE III	0.00%	7/1/2015	622.00	653.00	684.25	715.25					
1211	COOK I	0.00%	7/1/2016	622.00	653.00	684.25	715.25					
		0.00%	7/1/2017	622.00	653.00	684.25	715.25					
		2.00%	7/1/2018	634.50	666.25	698.00	729.75					
		2.00%	7/1/2019	647.25	679.50	712.00	744.25					
		0.00%	7/1/2020	647.25	679.50	712.00	744.25					

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
1212	COOK II	0.00%	7/1/2015	686.75		721.00	755.50					
		0.00%	7/1/2016	686.75		721.00	755.50					
		0.00%	7/1/2017	686.75		721.00	755.50					
		2.00%	7/1/2018	700.50		735.50	770.50					
		2.00%	7/1/2019	714.50		750.25	786.00					
		0.00%	7/1/2020	714.50		750.25	786.00					

FOOD SERVICES SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
121P	COOK I (Part-Time)	0.00%	7/1/2015	15.5500	16.3250	17.1063	17.8813					
			w/.25	15.8000	16.5750	17.3563	18.1313					
		0.00%	7/1/2016	15.5500	16.3250	17.1063	17.8813					
			w/.25	15.8000	16.5750	17.3563	18.1313					
		0.00%	7/1/2017	15.5500	16.3250	17.1063	17.8813					
			w/.25	15.8000	16.5750	17.3563	18.1313					
		2.00%	7/1/2018	15.8625	16.6563	17.4500	18.2438					
			w/.25	16.1125	16.9063	17.7000	18.4938					
		2.00%	7/1/2019	16.1813	16.9875	17.8000	18.6063					
			w/.25	16.4313	17.2375	18.0500	18.8563					
		0.00%	7/1/2020	16.1813	16.9875	17.8000	18.6063					
			w/.25	16.4313	17.2375	18.0500	18.8563					

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

EQUIPMENT OPERATION SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4104	MOTOR SWEEPER OPERATOR	0.00%	7/1/2015	765.50	803.75	842.00						
		0.00%	7/1/2016	765.50	803.75	842.00						
		0.00%	7/1/2017	765.50	803.75	842.00						
		2.00%	7/1/2018	780.75	819.75	858.75						
		2.00%	7/1/2019	796.25	836.00	876.00						
		0.00%	7/1/2020	796.25	836.00	876.00						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4224	INCINERATOR MECHANIC	0.00%	7/1/2015	791.50	831.00	870.75						
		0.00%	7/1/2016	791.50	831.00	870.75						
		0.00%	7/1/2017	791.50	831.00	870.75						
		2.00%	7/1/2018	807.25	847.50	888.00						
		2.00%	7/1/2019	823.50	864.75	905.75						
		0.00%	7/1/2020	823.50	864.75	905.75						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6051	CEMETERY SEXTON (3% Step)	0.00%	7/1/2015	793.75		817.50	841.50					
		0.00%	7/1/2016	793.75		817.50	841.50					
		0.00%	7/1/2017	793.75		817.50	841.50					
		2.00%	7/1/2018	809.75		834.00	858.25					
		2.00%	7/1/2019	826.00		850.75	875.50					
		0.00%	7/1/2020	826.00		850.75	875.50					

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
6021	ASST PARK OPERATIONS SECTION LEADER (3% Step)	0.00%	7/1/2015	793.75	817.50	841.50						
4031	ASST SANITATION SECTION LEADER (3% Step)	0.00%	7/1/2016	793.75	817.50	841.50						
4082	ASST STREET MAINTENANCE ap LDR (3% Step)	0.00%	7/1/2017	793.75	817.50	841.50						
		2.00%	7/1/2018	809.75	834.00	858.25						
		2.00%	7/1/2019	826.00	850.75	875.50						
		0.00%	7/1/2020	826.00	850.75	875.50						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4017	TREE TRIMMER II (3% Step)	0.00%	7/1/2015	826.00	850.75	875.50						
		0.00%	7/1/2016	826.00	850.75	875.50						
		0.00%	7/1/2017	826.00	850.75	875.50						
		2.00%	7/1/2018	842.50	867.75	893.00						
		2.00%	7/1/2019	859.25	885.00	910.75						
		0.00%	7/1/2020	859.25	885.00	910.75						

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [\[TO BE UPDATED\]](#)

EQUIPMENT OPERATION SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4122	POWER SHOVEL OPERATOR	0.00%	7/1/2015	825.75	867.00	908.25						
		0.00%	7/1/2016	825.75	867.00	908.25						
		0.00%	7/1/2017	825.75	867.00	908.25						
		2.00%	7/1/2018	842.25	884.25	926.50						
		2.00%	7/1/2019	859.00	902.00	945.00						
		0.00%	7/1/2020	859.00	902.00	945.00						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4123	CRANE OPERATOR	0.00%	7/1/2015	717.00	752.75	788.75						
		0.00%	7/1/2016	717.00	752.75	788.75						
		0.00%	7/1/2017	717.00	752.75	788.75						
		2.00%	7/1/2018	731.25	767.75	804.50						
		2.00%	7/1/2019	746.00	783.25	820.50						
		0.00%	7/1/2020	746.00	783.25	820.50						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4016	TREE TRIMMER I	0.00%	7/1/2015	769.75	808.25	846.75						
		0.00%	7/1/2016	769.75	808.25	846.75						
		0.00%	7/1/2017	769.75	808.25	846.75						
		2.00%	7/1/2018	785.25	824.50	863.75						
		2.00%	7/1/2019	801.00	841.00	881.00						
		0.00%	7/1/2020	801.00	841.00	881.00						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
4007	PUBLIC WORKS DISPATCHER	0.00%	7/1/2015	751.00	788.50	826.00						
		0.00%	7/1/2016	751.00	788.50	826.00						
		0.00%	7/1/2017	751.00	788.50	826.00						
		2.00%	7/1/2018	766.00	804.25	842.50						
		2.00%	7/1/2019	781.25	820.25	859.50						
		0.00%	7/1/2020	781.25	820.25	859.50						

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

ENGINEERING SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
2027	TELECOMMUNICATIONS TECHNICIAN	0.00%	7/1/2015	880.25		924.25	968.25	1012.25	1056.25			
		0.00%	7/1/2016	880.25		924.25	968.25	1012.25	1056.25			
		0.00%	7/1/2017	880.25		924.25	968.25	1012.25	1056.25			
		2.00%	7/1/2018	897.75		942.75	987.50	1032.50	1077.25			
		2.00%	7/1/2019	915.75		961.50	1007.25	1053.00	1099.00			
		0.00%	7/1/2020	915.75		961.50	1007.25	1053.00	1099.00			
<hr/>												
2003	SENIOR ENGINEERING TECHNICIAN	0.00%	7/1/2015	880.25			924.25		968.25		1012.25	1056.25
2058	TRAFFIC ENGINEERING TECHNICIAN II	0.00%	7/1/2016	880.25			924.25		968.25		1012.25	1056.25
		0.00%	7/1/2017	880.25			924.25		968.25		1012.25	1056.25
		2.00%	7/1/2018	897.75			942.75		987.50		1032.50	1077.25
		2.00%	7/1/2019	915.75			961.50		1007.25		1053.00	1099.00
		0.00%	7/1/2020	915.75			961.50		1007.25		1053.00	1099.00
<hr/>												
0345	PERSONAL PROPERTY APPRAISER	0.00%	7/1/2015	880.25		924.25	968.25	1012.25	1056.25			
0344	REAL PROPERTY APPRAISER	0.00%	7/1/2016	880.25		924.25	968.25	1012.25	1056.25			
		0.00%	7/1/2017	880.25		924.25	968.25	1012.25	1056.25			
		2.00%	7/1/2018	897.75		942.75	987.50	1032.50	1077.25			
		2.00%	7/1/2019	915.75		961.50	1007.25	1053.00	1099.00			
		0.00%	7/1/2020	915.75		961.50	1007.25	1053.00	1099.00			
<hr/>												
2000	ENGINEERING AIDE	0.00%	7/1/2015	641.25		673.25	705.50					
0340	JUNIOR ASSESSMENT AIDE	0.00%	7/1/2016	641.25		673.25	705.50					
		0.00%	7/1/2017	641.25		673.25	705.50					
		2.00%	7/1/2018	654.00		686.75	719.50					
		2.00%	7/1/2019	667.00		700.25	733.75					
		0.00%	7/1/2020	667.00		700.25	733.75					
<hr/>												
2001	JUNIOR ENGINEERING TECHNICIAN	0.00%	7/1/2015	667.50		701.00	734.25	767.50	801.00			
2014	PLANNING AIDE	0.00%	7/1/2016	667.50		701.00	734.25	767.50	801.00			
		0.00%	7/1/2017	667.50		701.00	734.25	767.50	801.00			
		2.00%	7/1/2018	680.75		714.75	748.75	782.75	817.00			
		2.00%	7/1/2019	694.25		729.00	763.75	798.50	833.00			
		0.00%	7/1/2020	694.25		729.00	763.75	798.50	833.00			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

ENGINEERING SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
2056	TRAFFIC ENGINEERING AIDE	0.00%	7/1/2015	699.75		734.75	769.75	804.75	839.75			
		0.00%	7/1/2016	699.75		734.75	769.75	804.75	839.75			
		0.00%	7/1/2017	699.75		734.75	769.75	804.75	839.75			
		2.00%	7/1/2018	713.75		749.50	785.25	820.75	856.50			
		2.00%	7/1/2019	728.00		764.50	800.75	837.25	873.50			
		0.00%	7/1/2020	728.00		764.50	800.75	837.25	873.50			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0341	ASSESSMENT AIDE	0.00%	7/1/2015	765.25		803.50	841.75	880.00	918.25			
2002	ENGINEERING TECHNICIAN	0.00%	7/1/2016	765.25		803.50	841.75	880.00	918.25			
0604	HEALTH EDUCATION ARTIST	0.00%	7/1/2017	765.25		803.50	841.75	880.00	918.25			
2015	PLANNING TECHNICIAN	2.00%	7/1/2018	780.50		819.50	858.50	897.50	936.50			
		2.00%	7/1/2019	796.00		835.75	875.50	915.50	955.25			
		0.00%	7/1/2020	796.00		835.75	875.50	915.50	955.25			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
2057	TRAFFIC ENGINEERING TECHNICIAN	0.00%	7/1/2015	805.50		845.75	886.00	926.25	966.50			
		0.00%	7/1/2016	805.50		845.75	886.00	926.25	966.50			
		0.00%	7/1/2017	805.50		845.75	886.00	926.25	966.50			
		2.00%	7/1/2018	821.50		862.50	903.75	944.75	985.75			
		2.00%	7/1/2019	838.00		880.00	921.75	963.75	1005.50			
		0.00%	7/1/2020	838.00		880.00	921.75	963.75	1005.50			

ENGINEERING SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
202P	ENGINEERING TECHNICIAN (Part-Time)	0.00%	7/1/2015	19.1313		20.0875	21.0438	22.0000	22.9563			
		0.00%	7/1/2016	19.1313		20.0875	21.0438	22.0000	22.9563			
		0.00%	7/1/2017	19.1313		20.0875	21.0438	22.0000	22.9563			
		2.00%	7/1/2018	19.5125		20.4875	21.4625	22.4375	23.4125			
		2.00%	7/1/2019	19.9000		20.8938	21.8875	22.8875	23.8813			
		0.00%	7/1/2020	19.9000		20.8938	21.8875	22.8875	23.8813			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0119	COMPUTER OPERATOR	0.00%	7/1/2015	747.00		784.25	821.75	859.00	896.50			
		0.00%	7/1/2016	747.00		784.25	821.75	859.00	896.50			
		0.00%	7/1/2017	747.00		784.25	821.75	859.00	896.50			
		2.00%	7/1/2018	762.00		800.00	838.25	876.25	914.50			
		2.00%	7/1/2019	777.25		816.00	855.00	893.75	932.75			
		0.00%	7/1/2020	777.25		816.00	855.00	893.75	932.75			
0130	EMPLOYEE & TRAINING TECHNICIAN	0.00%	7/1/2015	765.25		803.50	841.75	880.00	918.25			
		0.00%	7/1/2016	765.25		803.50	841.75	880.00	918.25			
		0.00%	7/1/2017	765.25		803.50	841.75	880.00	918.25			
		2.00%	7/1/2018	780.50		819.50	858.50	897.50	936.50			
		2.00%	7/1/2019	796.00		835.75	875.50	915.50	955.25			
		0.00%	7/1/2020	796.00		835.75	875.50	915.50	955.25			
3603	WORKSITE MONITOR	0.00%	7/1/2015	767.50		806.00	844.25	882.50	921.00			
		0.00%	7/1/2016	767.50		806.00	844.25	882.50	921.00			
		0.00%	7/1/2017	767.50		806.00	844.25	882.50	921.00			
		2.00%	7/1/2018	782.75		822.00	861.00	900.25	939.25			
		2.00%	7/1/2019	798.50		838.50	878.25	918.25	958.25			
		0.00%	7/1/2020	798.50		838.50	878.25	918.25	958.25			
4015	LEAD COMPUTER OPERATOR	0.00%	7/1/2015	785.75		825.00	864.25	903.50	943.00			
		0.00%	7/1/2016	785.75		825.00	864.25	903.50	943.00			
		0.00%	7/1/2017	785.75		825.00	864.25	903.50	943.00			
		2.00%	7/1/2018	801.50		841.50	881.75	921.75	961.75			
		2.00%	7/1/2019	817.50		858.50	899.25	940.00	981.00			
		0.00%	7/1/2020	817.50		858.50	899.25	940.00	981.00			
0310	COLLECTIONS INVESTIGATOR	0.00%	7/1/2015	916.00			961.75		1007.50		1053.50	1099.25
		0.00%	7/1/2016	916.00			961.75		1007.50		1053.50	1099.25
		0.00%	7/1/2017	916.00			961.75		1007.50		1053.50	1099.25
		2.00%	7/1/2018	934.25			981.00		1027.75		1074.50	1121.00
		2.00%	7/1/2019	953.00			1000.75		1048.25		1096.00	1143.50
		0.00%	7/1/2020	953.00			1000.75		1048.25		1096.00	1143.50

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
020B	SUPPLY CLERK ⁴ (old CC: 0200B)	0.00%	7/1/2015	671.00		704.50	738.00	771.75	805.25			
		0.00%	7/1/2016	671.00		704.50	738.00	771.75	805.25			
		0.00%	7/1/2017	671.00		704.50	738.00	771.75	805.25			
		2.00%	7/1/2018	684.50		718.75	753.00	787.25	821.50			
		2.00%	7/1/2019	698.25		733.25	768.00	803.00	838.00			
		0.00%	7/1/2020	698.25		733.25	768.00	803.00	838.00			

⁴ For 2nd shift Public Works Department employees working without immediate supervision

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
3627	COMMUNITY RELATIONS ASSISTANT	0.00%	7/1/2015	699.75			734.75		769.75		804.75	839.75
0004	PAYROLL CLERK	0.00%	7/1/2016	699.75			734.75		769.75		804.75	839.75
3602	SENIOR INTERVIEWER	0.00%	7/1/2017	699.75			734.75		769.75		804.75	839.75
0043	SENIOR NUTRITION AIDE	2.00%	7/1/2018	713.75			749.50		785.25		820.75	856.50
		2.00%	7/1/2019	728.00			764.50		800.75		837.25	873.50
		0.00%	7/1/2020	728.00			764.50		800.75		837.25	873.50

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0014	ASSISTANT PROPERTY MANAGER	0.00%	7/1/2015	699.75		734.75	769.75	804.75	839.75			
0010	MAIL ROOM SUPERVISOR	0.00%	7/1/2016	699.75		734.75	769.75	804.75	839.75			
0205	SENIOR SUPPLY CLERK	0.00%	7/1/2017	699.75		734.75	769.75	804.75	839.75			
		2.00%	7/1/2018	713.75		749.50	785.25	820.75	856.50			
		2.00%	7/1/2019	728.00		764.50	800.75	837.25	873.50			
		0.00%	7/1/2020	728.00		764.50	800.75	837.25	873.50			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0144	EMERGENCY TELECOMMUNICATIONS DISPATCHER (old title: RADIO TELEPHONE OPERATOR ⁵)	0.00%	7/1/2015	805.00		845.25	885.50	925.75	966.00	1006.25		
		0.00%	7/1/2016	805.00		845.25	885.50	925.75	966.00	1006.25		
		0.00%	7/1/2017	805.00		845.25	885.50	925.75	966.00	1006.25		
		2.00%	7/1/2018	821.00		862.00	903.00	944.25	985.25	1026.25		
		2.00%	7/1/2019	837.50		879.50	921.25	963.00	1005.00	1047.00		
		0.00%	7/1/2020	837.50		879.50	921.25	963.00	1005.00	1047.00		

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0072	ADMINISTRATIVE CLERK ⁶ (old CC: 0005)	0.00%	7/1/2015	735.75		772.50	809.25	846.00	883.00			
0006	COUNCIL CLERK STENOGRAPHER	0.00%	7/1/2016	735.75		772.50	809.25	846.00	883.00			
0355	TAX COLLECTION AIDE	0.00%	7/1/2017	735.75		772.50	809.25	846.00	883.00			
		2.00%	7/1/2018	750.50		788.00	825.50	863.00	900.50			
		2.00%	7/1/2019	765.50		803.75	842.00	880.25	918.50			
		0.00%	7/1/2020	765.50		803.75	842.00	880.25	918.50			

⁶ Connecticut State Board of Labor Relations Decision #946 on August 6, 1970 - Department of Public Works Administrative Division

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0006	TOWN & CITY CLERK RECORD ASSISTANT (Replaced Council Clerk Stenographer Per 9/14/2017 MOA)		9/14/2017	775.00		813.75	852.50	891.25	930.00		968.75	
		2.00%	7/1/2018	790.50		830.00	869.50	909.00	948.50		988.25	
		2.00%	7/1/2019	806.25		846.50	887.00	927.25	967.50		1007.75	
		0.00%	7/1/2020	806.25		846.50	887.00	927.25	967.50		1007.75	

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0331	CASHIER	0.00%	7/1/2015	608.50		639.00	669.25	699.75	730.25			
0155	DATA INPUT CLERK	0.00%	7/1/2016	608.50		639.00	669.25	699.75	730.25			
0030	MEDICAL CODING CLERK	0.00%	7/1/2017	608.50		639.00	669.25	699.75	730.25			
		2.00%	7/1/2018	620.75		651.75	682.75	713.75	745.00			
		2.00%	7/1/2019	633.25		665.00	696.50	728.25	760.00			
		0.00%	7/1/2020	633.25		665.00	696.50	728.25	760.00			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0142	POLICE COMMUNICATIONS OPERATOR	0.00%	7/1/2015	692.25		726.75	761.50	796.00	830.75			
		0.00%	7/1/2016	692.25		726.75	761.50	796.00	830.75			
		0.00%	7/1/2017	692.25		726.75	761.50	796.00	830.75			
		2.00%	7/1/2018	706.00		741.25	776.50	812.00	847.25			
		2.00%	7/1/2019	720.00		756.00	792.00	828.00	864.00			
		0.00%	7/1/2020	720.00		756.00	792.00	828.00	864.00			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2 ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0156	DATA ENTRY OPERATOR I	0.00%	7/1/2015	638.75		670.75	702.75	734.50	766.50			
0063	LAND RECORD CLERK	0.00%	7/1/2016	638.75		670.75	702.75	734.50	766.50			
0032	MAGNETIC TAPE LIBRARIAN	0.00%	7/1/2017	638.75		670.75	702.75	734.50	766.50			
0025	MEDICAL STENOGRAPHER	2.00%	7/1/2018	651.50		684.00	716.75	749.25	781.75			
0143	SENIOR ATTENDANT CONSOLE OPERATOR	2.00%	7/1/2019	664.50		697.75	731.00	764.25	797.50			
0078	SENIOR CLERK TYPIST (old CC: 0013)	0.00%	7/1/2020	664.50		697.75	731.00	764.25	797.50			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0026	ASST REGISTRAR VITAL STATISTICS	0.00%	7/1/2015	667.50		701.00	734.25	767.50	801.00			
0157	DATA ENTRY OPERATOR II	0.00%	7/1/2016	667.50		701.00	734.25	767.50	801.00			
0035	OFFSET PRESS OPERATOR	0.00%	7/1/2017	667.50		701.00	734.25	767.50	801.00			
0302	SENIOR ACCOUNT CLERK	2.00%	7/1/2018	680.75		714.75	748.75	782.75	817.00			
0023	SENIOR CLERK STENOGRAPHER	2.00%	7/1/2019	694.25		729.00	763.75	798.50	833.00			
0055	STATISTICAL TYPIST	0.00%	7/1/2020	694.25		729.00	763.75	798.50	833.00			
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0060	INDEX CLERK	0.00%	7/1/2015	667.50		701.00	734.25	767.50	801.00		834.50	
		0.00%	7/1/2016	667.50		701.00	734.25	767.50	801.00		834.50	
		0.00%	7/1/2017	667.50		701.00	734.25	767.50	801.00		834.50	
		2.00%	7/1/2018	680.75		714.75	748.75	782.75	817.00		851.00	
		2.00%	7/1/2019	694.25		729.00	763.75	798.50	833.00		867.75	
		0.00%	7/1/2020	694.25		729.00	763.75	798.50	833.00		867.75	
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0076	CLERK TYPIST (old CC: 0012)	0.00%	7/1/2015	536.50		563.25	590.25	617.00	643.75			
3636	EARLY LEARNING CENTER TEACHER ASSISTANT	0.00%	7/1/2016	536.50		563.25	590.25	617.00	643.75			
0003	GENERAL CLERK	0.00%	7/1/2017	536.50		563.25	590.25	617.00	643.75			
		2.00%	7/1/2018	547.25		574.50	602.00	629.25	656.75			
		2.00%	7/1/2019	558.25		586.25	614.00	642.00	670.00			
		0.00%	7/1/2020	558.25		586.25	614.00	642.00	670.00			
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0141	ATTENDANT CONSOLE OPERATOR	0.00%	7/1/2015	555.75		583.50	611.25	639.00	667.00			
0133	PHOTOSTAT OPERATOR	0.00%	7/1/2016	555.75		583.50	611.25	639.00	667.00			
		0.00%	7/1/2017	555.75		583.50	611.25	639.00	667.00			
		2.00%	7/1/2018	566.75		595.00	623.50	651.75	680.00			
		2.00%	7/1/2019	578.00		607.00	635.75	664.75	693.50			
		0.00%	7/1/2020	578.00		607.00	635.75	664.75	693.50			
<hr/>												
CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0301	ACCOUNT CLERK	0.00%	7/1/2015	584.50		613.75	643.00	672.25	701.50			
0022	CLERK STENOGRAPHER	0.00%	7/1/2016	584.50		613.75	643.00	672.25	701.50			
0019	Dictating Machine Transcriber	0.00%	7/1/2017	584.50		613.75	643.00	672.25	701.50			
3601	INTERVIEWER	2.00%	7/1/2018	596.25		626.00	656.00	685.75	715.50			
0042	NUTRITION AIDE	2.00%	7/1/2019	608.25		638.75	669.00	699.50	730.00			
0065	TAX CLERK	0.00%	7/1/2020	608.25		638.75	669.00	699.50	730.00			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0151	STATISTICAL SORTING MACHINE OPERATOR	0.00%	7/1/2015	596.50		626.25	656.25	686.00	715.75			
		0.00%	7/1/2016	596.50		626.25	656.25	686.00	715.75			
		0.00%	7/1/2017	596.50		626.25	656.25	686.00	715.75			
		2.00%	7/1/2018	608.50		639.00	669.25	699.75	730.25			
		2.00%	7/1/2019	620.75		651.75	682.75	713.75	745.00			
		0.00%	7/1/2020	620.75		651.75	682.75	713.75	745.00			
<hr/>												
0111	KEYPUNCH OPERATOR	0.00%	7/1/2015	601.25		631.25	661.50					
		0.00%	7/1/2016	601.25		631.25	661.50					
		0.00%	7/1/2017	601.25		631.25	661.50					
		2.00%	7/1/2018	613.25		644.00	674.50					
		2.00%	7/1/2019	625.50		656.75	688.00					
		0.00%	7/1/2020	625.50		656.75	688.00					
<hr/>												
0001	CLERICAL TRAINEE	0.00%	7/1/2015	467.25	490.50							
		0.00%	7/1/2016	467.25	490.50							
		0.00%	7/1/2017	467.25	490.50							
		2.00%	7/1/2018	476.50	500.25							
		2.00%	7/1/2019	486.00	510.25							
		0.00%	7/1/2020	486.00	510.25							
<hr/>												
0002	JUNIOR CLERK	0.00%	7/1/2015	467.25	490.50							
		0.00%	7/1/2016	467.25	490.50							
		0.00%	7/1/2017	467.25	490.50							
		2.00%	7/1/2018	476.50	500.25							
		2.00%	7/1/2019	486.00	510.25							
		0.00%	7/1/2020	486.00	510.25							
<hr/>												
3600	SOCIAL SERVICE AIDE	0.00%	7/1/2015	487.75		512.25	536.50	561.00	585.25			
		0.00%	7/1/2016	487.75		512.25	536.50	561.00	585.25			
		0.00%	7/1/2017	487.75		512.25	536.50	561.00	585.25			
		2.00%	7/1/2018	497.50		522.50	547.25	572.25	597.00			
		2.00%	7/1/2019	507.50		533.00	558.25	583.75	609.00			
		0.00%	7/1/2020	507.50		533.00	558.25	583.75	609.00			
<hr/>												
0074	JUNIOR CLERK TYPIST (old CC: 0011)	0.00%	7/1/2015	493.50		518.25	542.75					
		0.00%	7/1/2016	493.50		518.25	542.75					
		0.00%	7/1/2017	493.50		518.25	542.75					
		2.00%	7/1/2018	503.25		528.50	553.50					
		2.00%	7/1/2019	513.25		539.00	564.50					
		0.00%	7/1/2020	513.25		539.00	564.50					

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0132	ASST PHOTOSTAT OPERATOR	0.00%	7/1/2015	509.75		535.25	560.75	586.25	611.75			
		0.00%	7/1/2016	509.75		535.25	560.75	586.25	611.75			
		0.00%	7/1/2017	509.75		535.25	560.75	586.25	611.75			
		2.00%	7/1/2018	520.00		546.00	572.00	598.00	624.00			
		2.00%	7/1/2019	530.50		557.00	583.50	610.00	636.50			
		0.00%	7/1/2020	530.50		557.00	583.50	610.00	636.50			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0021	JUNIOR CLERK STENOGRAPHER	0.00%	7/1/2015	515.75		541.50	567.25					
		0.00%	7/1/2016	515.75		541.50	567.25					
		0.00%	7/1/2017	515.75		541.50	567.25					
		2.00%	7/1/2018	526.00		552.25	578.50					
		2.00%	7/1/2019	536.50		563.25	590.25					
		0.00%	7/1/2020	536.50		563.25	590.25					

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
0146	EMERGENCY TELECOMMUNICATIONS DISPATCHER TRAINEE	0.00%	7/1/2015	692.25		726.75						
		0.00%	7/1/2016	692.25		726.75						
		0.00%	7/1/2017	692.25		726.75						
		2.00%	7/1/2018	706.00		741.25						
		2.00%	7/1/2019	720.00		756.00						
		0.00%	7/1/2020	720.00		756.00						

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
9992	CONSTITUENT SERVICES REPRESENTATIVE	0.00%	7/1/2015	515.50		541.25	567.00	592.75	618.50			
		0.00%	7/1/2016	515.50		541.25	567.00	592.75	618.50			
		0.00%	7/1/2017	515.50		541.25	567.00	592.75	618.50			
		2.00%	7/1/2018	525.75		552.00	578.25	604.50	631.00			
		2.00%	7/1/2019	536.25		563.00	590.00	616.75	643.50			
		0.00%	7/1/2020	536.25		563.00	590.00	616.75	643.50			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
002P	JUNIOR CLERK (Part-Time)	0.00%	7/1/2015	11.6813	12.2625							
		0.00%	7/1/2016	11.6813	12.2625							
		0.00%	7/1/2017	11.6813	12.2625							
		2.00%	7/1/2018	11.9125	12.5063							
		2.00%	7/1/2019	12.1500	12.7563							
		0.00%	7/1/2020	12.1500	12.7563							

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
076P	CLERK TYPIST (Part-Time)	0.00%	7/1/2015	13.4125		14.0813	14.7563	15.425	16.0938			
003P	GENERAL CLERK (Part-Time)	0.00%	7/1/2016	13.4125		14.0813	14.7563	15.425	16.0938			
		0.00%	7/1/2017	13.4125		14.0813	14.7563	15.425	16.0938			
		2.00%	7/1/2018	13.6813		14.3625	15.0500	15.7313	16.4188			
		2.00%	7/1/2019	13.9563		14.6563	15.3500	16.0500	16.7500			
		0.00%	7/1/2020	13.9563		14.6563	15.3500	16.0500	16.7500			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
078P	SENIOR CLERK TYPIST (Part-Time)	0.00%	7/1/2015	15.9688		16.7688	17.5688	18.3625	19.1625			
		0.00%	7/1/2016	15.9688		16.7688	17.5688	18.3625	19.1625			
		0.00%	7/1/2017	15.9688		16.7688	17.5688	18.3625	19.1625			
		2.00%	7/1/2018	16.2875		17.1000	17.9188	18.7313	19.5438			
		2.00%	7/1/2019	16.6125		17.4438	18.2750	19.1063	19.9375			
		0.00%	7/1/2020	16.6125		17.4438	18.2750	19.1063	19.9375			

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
119P	COMPUTER OPERATOR (Part-Time)	0.00%	7/1/2015	18.6750		19.6063	20.5438	21.4750	22.4125			
		0.00%	7/1/2016	18.6750		19.6063	20.5438	21.4750	22.4125			
		0.00%	7/1/2017	18.6750		19.6063	20.5438	21.4750	22.4125			
		2.00%	7/1/2018	19.0500		20.0000	20.9563	21.9063	22.8625			
		2.00%	7/1/2019	19.4313		20.4000	21.3750	22.3438	23.3188			
		0.00%	7/1/2020	19.4313		20.4000	21.3750	22.3438	23.3188			

APPENDIX F – CLASSIFICATION PLAN & WAGE RATES [TO BE UPDATED]

CLERICAL SERIES (PART-TIME)

CODE	CLASS	% INCR	DATE	BASE RATE	1ST QTR	1/2 YEAR	1ST YEAR	1 1/2 YEAR	2ND YEAR	2 1/2 YEAR	3RD YEAR	4TH YEAR
155P	DATA INPUT CLERK (Part-Time)	0.00%	7/1/2015	15.2125		15.9750	16.7313	17.4938	18.2563			
		0.00%	7/1/2016	15.2125		15.9750	16.7313	17.4938	18.2563			
		0.00%	7/1/2017	15.2125		15.9750	16.7313	17.4938	18.2563			
		2.00%	7/1/2018	15.5188		16.2938	17.0688	17.8438	18.6250			
		2.00%	7/1/2019	15.8313		16.6250	17.4125	18.2063	19.000			
		0.00%	7/1/2020	15.8313		16.6250	17.4125	18.2063	19.000			
<hr/>												
301P	ACCOUNT CLERK (Part-Time)	0.00%	7/1/2015	14.6125		15.3438	16.0750	16.8063	17.5375			
		0.00%	7/1/2016	14.6125		15.3438	16.0750	16.8063	17.5375			
		0.00%	7/1/2017	14.6125		15.3438	16.0750	16.8063	17.5375			
		2.00%	7/1/2018	14.9063		15.6500	16.4000	17.1438	17.8875			
		2.00%	7/1/2019	15.2063		15.9688	16.7250	17.4875	18.2500			
		0.00%	7/1/2020	15.2063		15.9688	16.7250	17.4875	18.2500			
<hr/>												
361P	INTERVIEWER (Part-Time)	0.00%	7/1/2015	14.6125		15.3438	16.0750	16.8063	17.5375			
		0.00%	7/1/2016	14.6125		15.3438	16.0750	16.8063	17.5375			
		0.00%	7/1/2017	14.6125		15.3438	16.0750	16.8063	17.5375			
		2.00%	7/1/2018	14.9063		15.6500	16.4000	17.1438	17.8875			
		2.00%	7/1/2019	15.2063		15.9688	16.7250	17.4875	18.2500			
		0.00%	7/1/2020	15.2063		15.9688	16.7250	17.4875	18.2500			
<hr/>												
360P	SOCIAL SERVICE AIDE (Part-Time)	0.00%	7/1/2015	12.1938		12.8063	13.4125	14.0250	14.6313			
		0.00%	7/1/2016	12.1938		12.8063	13.4125	14.0250	14.6313			
		0.00%	7/1/2017	12.1938		12.8063	13.4125	14.0250	14.6313			
		2.00%	7/1/2018	12.4375		13.0625	13.6813	14.3063	14.9250			
		2.00%	7/1/2019	12.6875		13.3250	13.9563	14.5938	15.2250			
		0.00%	7/1/2020	12.6864		13.3208	13.9551	14.5894	15.2237			
<hr/>												
367P	COMMUNITY RELATIONS ASSISTANT (Part-Time)	0.00%	7/1/2015	17.4938			18.3688		19.2438		20.1188	20.9938
		0.00%	7/1/2016	17.4938			18.3688		19.2438		20.1188	20.9938
		0.00%	7/1/2017	17.4938			18.3688		19.2438		20.1188	20.9938
		2.00%	7/1/2018	17.8438			18.7375		19.6313		20.5188	21.4125
		2.00%	7/1/2019	18.2000			19.1125		21.0188		20.9313	21.8375
		0.00%	7/1/2020	18.2000			19.1125		21.0188		20.9313	21.8375

**MUNICIPAL ACCOUNTABILITY REVIEW BOARD
MEMORANDUM**

To: Members of the Municipal Accountability Review Board
From: Julian Freund
Date: May 11, 2022
Subject: City of Hartford FY 2023 Budget

Background

According to the MARB statute, the MARB has approval authority of certain elements of the annual budgets of Tier III municipalities. Assumptions regarding state revenues, property tax revenues and mill rates require MARB approval prior to budget approval by the local legislative body. The statute also provides MARB with an opportunity for review and comment on the budget prior to adoption by the local legislative body.

The Mayor’s Recommended Budget for FY 2023 was released April 18. The Hartford Subcommittee reviewed the budget at its April 28 meeting. The Subcommittee voted to recommend to the full MARB approval of the FY 2023 budget assumptions. The following provides a review of the budget components subject to MARB approval.

Property Tax Revenues and Mill Rate

The FY 2023 Recommended Budget increases total General Fund revenues by \$15.6 million, or 2.7%, over the current year budget. Property Taxes, which comprise approximately 49% of total General Fund revenues, increase by \$6.0 million, or 2.1% over the current year.

Property Taxes	FY 2022	FY 2023	\$ Change	% Change
Current Levy	279,792,169	285,792,269	6,000,100	2.1%
Other Property Taxes	<u>8,930,000</u>	<u>8,955,000</u>	<u>25,000</u>	<u>0.3%</u>
Total Property Taxes	288,722,169	294,747,269	6,025,100	2.1%

As noted in a previous subcommittee update, the City completed a revaluation in 2021 which is reflected in the October 2021 Grand List. Increases of 41.5% in residential and 35.6% in apartment property values, and a modest decline in commercial values of 4.6%, resulted in an overall increase of 17.9% in real estate values. Personal Property values rose by 1%, while motor vehicle values increased by 28.9% (Assessor’s summary attached).

As a result of the increases in property values, the Real Estate/Personal Property mill rate required to support the Current Levy is reduced in FY 2023. The Motor Vehicle mill rate is lowered to 29.0 mills

consistent with the capped rate in the State mid-term budget. As noted in the Mayor’s Cover Letter in the City budget document, the actual tax impact will vary considerably among individual taxpayers.

Mill Rates	FY 2022 Mill Rate	FY 2023 Mill Rate	Change vs. FY 2022	% Change
Real Estate/Personal Property	74.29	68.95	(5.34)	(7.2%)
Motor Vehicles	45.00	29.00	(16.00)	(35.6%)

A slight increase in the assumed collection rate, from 95.64% to 95.78%, is the result of the City Charter required formula for setting the collection rate. The formula is based on the average of the last three years collection rates as reported in Table 7 of the Statistical section of the City’s FY 2021 financial statements:

- FY Ended 6/30/21: 96.18%
- FY Ended 6/30/20: 95.11%
- FY Ended 6/30/19: 96.05%

State Revenues

The major routine sources of State Aid in FY 2023 are generally flat compared to the adopted FY 2022 levels of funding with two exceptions:

1. The FY 2023 State PILOT reflects the revisions to the funding formula which were finalized after the budget was adopted by the City, and
2. The Motor Vehicle Tax Reimbursement which increases consistent with the new proposed cap of 29.0 mills in the State mid-term budget.

The sources of State Aid included in the City’s recommended budget are consistent with the amounts depicted in the State mid-term budget as the following table demonstrates.

Routine Sources of State Aid	City FY23 Recommended Budget	Recommended Mid-Term FY23 Budget
State PILOT	51,774,943	51,774,943
Municipal Revenue Sharing	12,422,113	12,422,113
MV Tax Reimbursement	20,321,339	20,321,339
Municipal Stabilization Grant	3,370,519	3,370,519
Pequot & Mohegan Fund Grant	6,136,523	6,136,523
Town Aid Road	1,186,368	1,186,368
Grants Munic. Projects	1,419,161	1,419,161
ECS Base Entitlement*	187,974,890	187,974,890

* The difference between this amount and the amount published in the State budget document represents the portion of ECS allocated as Alliance grant.

As noted in the Mayor’s recommended budget, Alliance school district funding is provided directly to the Board of Education.

Code	2020 GL Count	Class	2020 Market Value	2020 GL Assmt Ratio	2020 GL Gross Assessments	2020 GL Total Exemptions	2020 GL Total Net Assessment	2021 Market Value	2021 GL Assmt Ratio	2021 GL Gross Assessments	2021 GL Total Exemptions	2021 GL Total Net Assessment	GL Total Net Assessment Change \$	GL Total Net Assessment Change %
Real Property														
100	21,856	Residential	2,618,668,543	35.0000%	924,397,020	3,535,668	912,998,322	3,487,926,386	36.7500%	1,302,852,866	3,535,668	1,291,986,713	378,988,391	41.51%
101	7231	One Family	1,081,466,469	35.0000%	378,513,264	1,788,211	376,725,053	1,384,277,080	36.7500%	514,095,859	2,234,830	511,864,029	135,138,976	35.87%
102	3109	Two Family	534,189,837	35.0000%	186,966,443	715,116	186,251,327	731,840,077	36.7500%	272,168,240	489,000	271,709,240	85,487,913	45.88%
103	3251	Three Family	553,074,211	35.0000%	193,575,974	740,397	192,835,577	801,957,607	36.7500%	298,317,458	186,250	298,131,208	105,295,631	54.60%
105	2888	Condominium	218,081,651	35.0000%	76,328,578	291,944	76,036,634	246,432,266	36.7500%	90,289,352	222,303	90,067,049	14,030,415	18.45%
107	21	Multi Fam Res	9,181,800	35.0000%	3,213,630	-	3,213,630	11,936,340	36.7500%	4,307,366	-	4,307,366	1,093,736	34.03%
108	481	Condo Garage	3,734,100	35.0000%	1,306,935	-	1,306,935	4,966,353	36.7500%	1,843,882	-	1,843,882	536,947	41.08%
150	4875	Condo Conversion res	218,940,474	35.0000%	76,629,166	-	76,629,166	306,516,664	36.7500%	114,063,939	-	114,063,939	37,434,773	48.85%
200	1,290	Commercial	1,874,875,911	70.00%	1,312,413,138	-	1,312,413,138	1,781,132,116	70.00%	1,251,606,416	-	1,251,606,416	(60,806,722)	-4.63%
300	101	Industrial	76,126,720	70.00%	53,288,704	849,934	52,438,770	91,352,064	70.00%	57,427,020	735,600	56,691,420	4,252,650	8.11%
400	10	Public Utility	26,582,100	70.00%	18,607,470	-	18,607,470	27,113,742	70.00%	19,316,150	-	19,316,150	708,680	3.81%
500	924	Vacant Land	122,196,494	70.00%	85,537,546	-	85,537,546	103,867,020	70.00%	74,839,625	-	74,839,625	(10,697,921)	-12.51%
600	1	Use Assmt	19,200	70.00%	13,440	-	13,440	19,200	70.00%	5,110	-	5,110	(8,330)	-61.98%
170	287	Condo Conversion apt	11,232,900	70.00%	7,863,030	-	7,863,030	-	70.00%	7,763,770	-	7,763,770	(99,260)	-1.26%
180	17	CRDA Apartments	58,529,420	35.00%	20,485,297	-	20,485,297	94,817,660	36.75%	46,268,691	-	46,268,691	25,783,394	125.86%
800	1,481	Apartments	753,601,124	70.00%	527,520,787	-	527,520,787	1,055,041,574	70.00%	715,531,498	31,500	715,499,998	187,979,211	35.63%
Totals	25,967		5,541,832,413	70.00%	\$2,942,263,402	4,385,602	\$2,937,877,800	6,641,269,763	70.00%	\$3,467,847,376	3,869,483	\$3,463,977,893	\$526,100,093	17.91%
Personal Property	3,788	Pers. Property	1,233,492,700	70.00%	863,444,890	27,313,420	836,131,470	1,233,492,700	70.00%	867,136,900	22,270,940	844,865,960	8,734,490	1.04%
Motor Vehicle	49,000	Motor Vehicle	552,440,427	70.00%	386,708,299	7,755,624	378,952,675	496,770,784	70.00%	496,770,784	8,432,584	488,338,200	109,385,525	28.87%
Grand Totals		All	7,327,765,540	57.21%	4,192,416,591	39,454,646	4,152,961,945	7,874,762,463	61.36%	4,831,755,060	34,573,007	4,797,182,053	644,220,108	15.51%



**City of Hartford
FY2023 Recommended Budget
MARB Presentation**

April 28, 2022

INTRODUCTION



- **Goals of the FY2023 Recommended Budget:**
 - To offer as much tax relief as possible by reducing the property tax rate (mill rate)
 - To preserve and protect Hartford's fiscal strength and sustainability
 - To deliver the core services that our community deserves
 - To budget responsibly, based on careful and accurate projections of expenditures and revenues

INTRODUCTION



- **This Recommended Budget:**
 - Is very similar to last year's budget, with some very modest new investments
 - Cuts the property tax rate (mill rate) by 7.2% -- from 74.29 to 68.95
 - Does not include any new borrowing or any one-time revenues
 - Is in line with the City's five-year sustainability plan

FIVE-YEAR PLAN and LONG-TERM SUSTAINABILITY



- **Long-Term Sustainability Depends Upon:**
 - Aggressively attracting investment and growth with focus on long-term tax base
 - Staying disciplined in our spending
 - Continuing to fund capital improvements with operating funds and grant funds rather than borrowing
 - Using American Rescue Plan funding to meet community needs while building a foundation for a strong recovery



**Overview of the
FY2023
Recommended Budget**

FY2023 RECOMMENDED BUDGET

ESSENTIAL SERVICES-ONLY BUDGET



General Fund:	FY2022 Adopted Budget	FY2023 Recommended Budget	Variance (\$) FY2022 Adopted to FY2023 Recommended	Variance (%) FY2022 Adopted to FY2023 Recommended
Total Revenues	583,959,158	599,574,731	15,615,573	2.67%
Total Expenditures	583,959,158	599,574,731	15,615,573	2.67%
Surplus / (Deficit)	0	0	0	

- Spending increases are held to 2.67%, including contracted wage increases and modest increase in headcount, as well as necessary investments in equipment and technology.

REVENUE SUMMARY



Revenue Category	FY2021 Actual	FY2022 Adopted	FY2023 Recomm	Variance (\$) FY2022 Adopted to FY2023 Recomm	Variance (%) FY2022 Adopted to FY2023 Recomm
Taxes	297,194,132	288,722,169	294,747,269	6,025,100	2.09%
Licenses And Permits	8,297,071	6,166,426	6,119,012	(47,414)	-0.77%
Fines Forfeits And Penalties	161,103	147,282	154,100	6,818	4.63%
Interest And Rental Income	934,157	1,222,188	1,171,054	(51,134)	-4.18%
Intergovernmental	311,514,107	269,161,247	288,532,177	19,370,930	7.20%
Charges For Services	4,290,556	3,061,155	3,150,266	89,111	2.91%
Reimbursements	105,682	91,869	89,653	(2,216)	-2.41%
Other Revenues	191,935	193,822	55,200	(138,622)	-71.52%
Other Financing Sources	10,052,053	15,193,000	5,556,000	(9,637,000)	-63.43%
Total Revenues	632,740,796	583,959,158	599,574,731	15,615,573	2.67%

- Additional property tax revenue due to grand list growth, offset by a decrease in the property tax rate (mill rate)
- Additional PILOT revenue included in last year's State Budget
- Elimination of \$10 million corporate contribution

EXPENSE SUMMARY

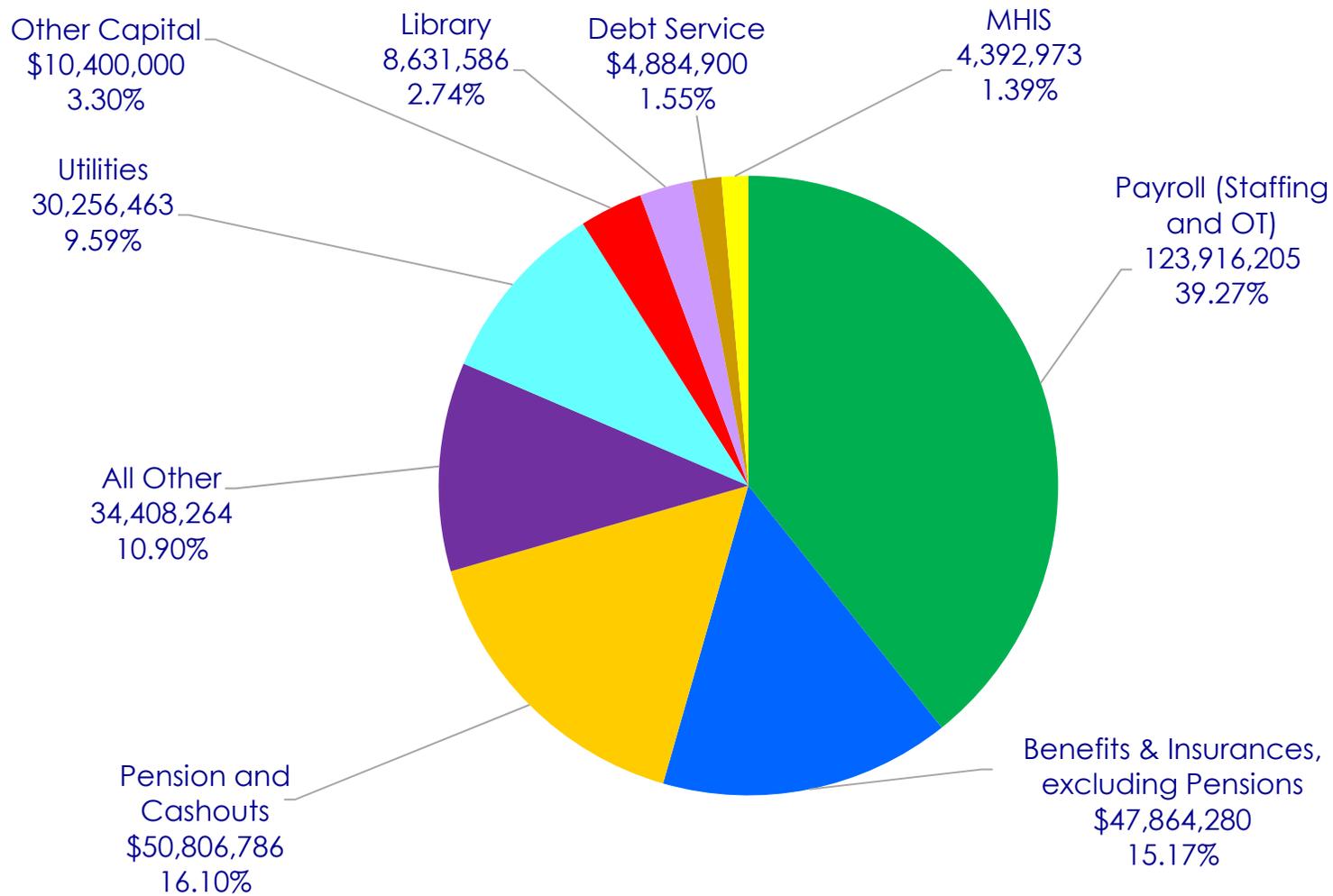


Expenditure Category	FY2021 Actual	FY2022 Adopted	FY2023 Recomm	Variance (\$) FY2022 Adopted to FY2023 Recomm	Variance (%) FY2022 Adopted to FY2023 Recomm
Payroll	104,442,101	118,818,274	123,916,205	5,097,931	4.29%
Benefits	85,728,017	97,663,761	98,671,066	1,007,305	1.03%
Debt & Other Capital	110,293,644	11,299,875	15,284,900	3,985,025	35.27%
Library	1,669,020	8,460,590	8,631,586	170,996	2.02%
Metro Hartford Innovation Services	3,167,436	4,190,683	4,392,973	202,290	4.83%
Utilities	26,410,398	27,831,450	30,256,463	2,425,013	8.71%
Other Non-Personnel	24,359,578	31,681,251	34,408,264	2,727,013	8.61%
Education	275,667,573	284,013,274	284,013,274	-	0.00%
Total Expenditures	631,737,767	583,959,158	599,574,731	15,615,573	2.67%

- Increase in payroll and benefits due to responsible wage increases and modest increase in headcount (12 positions citywide)
- Increase in Debt & Other Capital to support appropriate capital investment
- Increase in utility expenditures and modest increase in vehicle, equipment & technology
- Increase in contingency fund, consistent with long-term plan

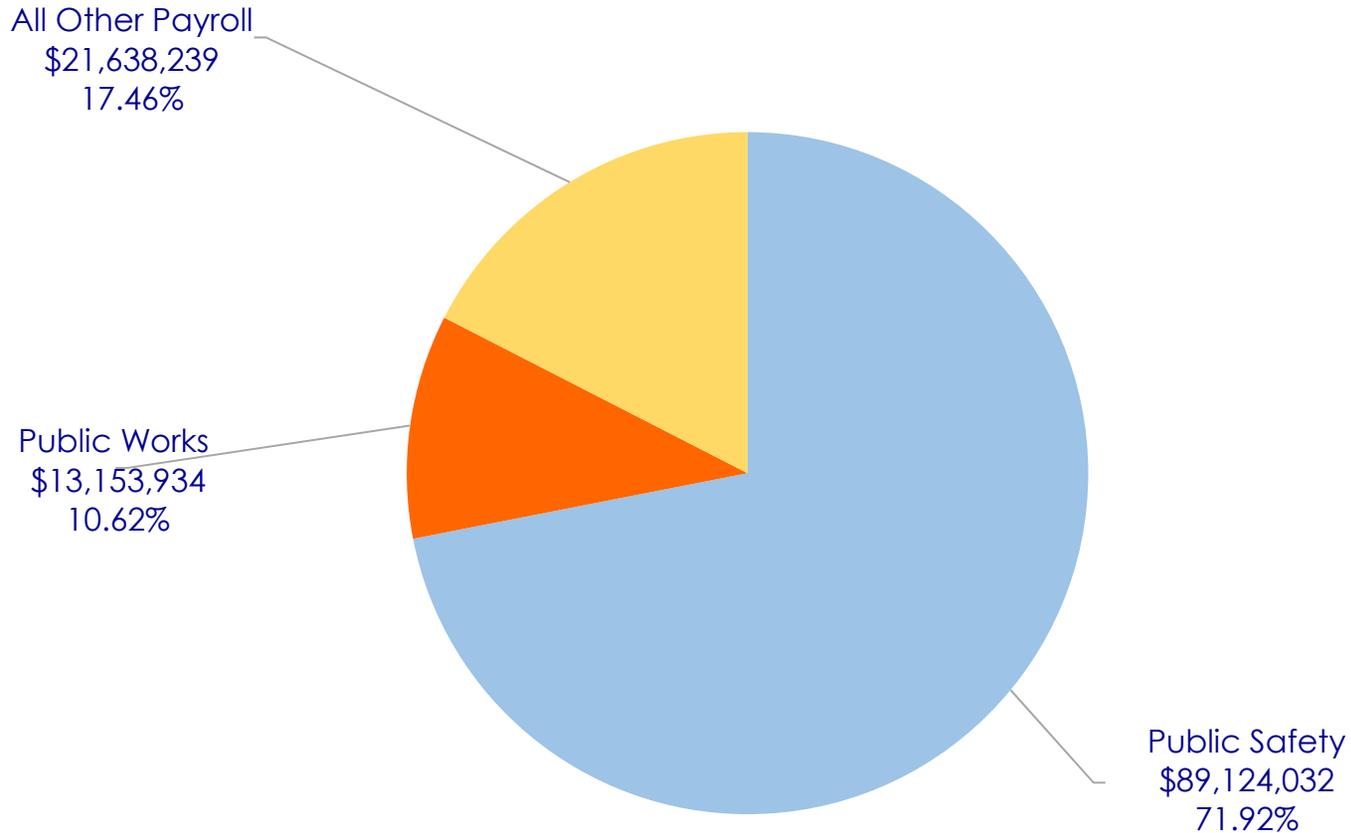
COMPONENTS OF THE EXPENDITURE BASE

\$315.6M MUNICIPAL BUDGET



FY2023 PERSONNEL SERVICES / PAYROLL BUDGET

MUNICIPAL BUDGET: \$123.9M¹

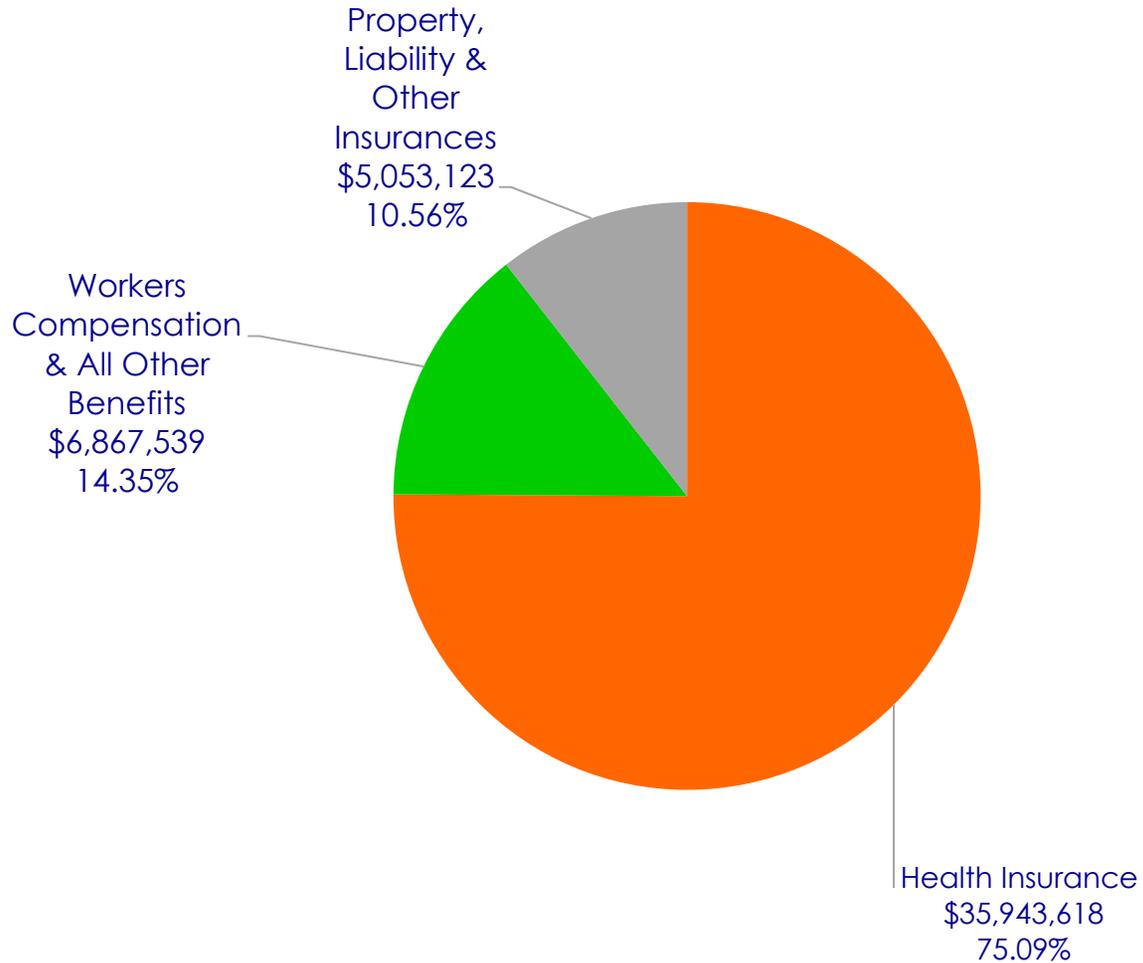


¹ FY2023 Payroll Staffing & OT Budget, excluding Education.

In FY2023, the City workforce includes 1,438 General Fund positions, which is 12% smaller than in FY2003 and 35% smaller than in FY1993. The FY2023 Recommended Budget does, however, include modest increases in staffing over FY2022.

BENEFITS AND INSURANCES

EXCLUDING PENSIONS (TOTAL \$47.9M)



FY2023 RECOMMENDED BUDGET

ADDITIONAL KEY POINTS



- Preserves current level of education funding, supporting an increase in per-student expenditures by the Hartford Public Schools
- Fully funds the annual pension obligation (Actuarial Determined Employer Contribution, or ADEC)
- Does not utilize American Rescue Plan funding to balance the budget, allowing for investment in recovery priorities jointly identified by Mayor & City Council in 2021



Capital Improvement Program

FY2023 RECOMMENDED BUDGET

CAPITAL IMPROVEMENT PROGRAM



- **Critical Infrastructure Projects Include:**
 - School construction
 - Flood Control Improvements
 - Bridge Maintenance and Repair
 - City-Wide ADA Improvements to Sidewalks and Buildings
 - Neighborhood Environmental Improvements, Tree Planting, and Parks

CITY OF HARTFORD



Questions



**MEMORANDUM
MUNICIPAL ACCOUNTABILITY REVIEW BOARD**

To: Members of Municipal Accountability Review Board
From: Julian Freund, OPM
Date: May 11, 2022
Subject: City of Hartford 5-Year Plan FY 2023 – FY 2027

Background

The contract for financial assistance between the City of Hartford, OPM and the State Treasurer’s Office requires that the City annually submit to the agencies an updated three-year financial plan. The MARB has typically requested a five-year version of the plan and has linked approval of the City’s budget assumptions to receipt of a five-year plan.

The City submitted the attached Five-Year Plan (5-Year Outlook) which depicts projected revenues and expenditures and the assumptions behind those projections. The Hartford Subcommittee reviewed the 5-Year Plan at its April 28 meeting and voted to recommend approval of the plan by the full MARB.

Forecast Assumptions

The attached table presents the major assumptions used to build the FY 2023-2027 forecast alongside the City’s original Recovery Plan and previous updates. Among the adjustments in the assumptions is an update to the grand list based on the October 2021 revaluation. The new baseline for the grand list reflects a higher than previously anticipated increase in valuations, and is followed by projected increases of 1.5% per year (consistent with prior year updates to the plan).

The plan also incorporates the first adjustment to the real estate/motor vehicle mill rate since the original 5-Year Plan. The motor vehicle mill rate is adjusted downward to 29 mills in accordance with the new cap in the State mid-term budget.

The projected budget gaps in the 5-Year Plan are depicted below and are compared to the budget gaps projected in previous plans. When compared to the most recently approved plan, the projected budget gaps in the updated plan have greatly diminished.

Efficiencies and Other Mitigation Required to Balance Budget	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
FY 2020-2024 Update	2,263,208	2,263,208	2,263,208			
FY 2021-2025 Update	4,826,305	4,894,720	4,896,299	4,897,921		
FY 2022-2026 Update	-	11,750,316	21,971,584	24,132,047	31,803,289	
FY 2023-2027 Update	-	-	4,707,752	6,376,605	11,850,832	13,817,777

The more favorable outlook, when compared to the most recent approved plan, is the net effect of the following significant changes:

- Expenditure increases in the updated plan range between 1.1% to 1.7% over the five-year period compared to a range of 1.5% to 2.6% per year in the prior plan.
- Changes in State Aid, including the increase in PILOT payments, are fully recognized in the plan

- More favorable grand list resulting from the 2021 revaluation than previously projected
- The removal of the \$10 million corporate contributions which continue until FY 2024, but are no longer treated as operating revenue for the purposes of the 5-Year Plan (non-recurring revenue).

The City prepared a budget mitigation plan as part of its FY 2022-2026 Five-Year Plan which is continuously updated and reported to the Subcommittee at its monthly meetings.

Major Assumptions	Original 5-Year Plan FY19-23	Updated 5-Yr Forecast FY20-24	Updated 5-Yr Forecast FY21-25	Updated 5-Yr Forecast FY22-26	Updated 5-Yr Forecast FY23-27
Revenue					
Grand List Growth	FY20: 1.5% FY21: 1.5% FY22: 1.5% FY23: 2% (reval year)	FY20: -1.17% FY21: 1.5% FY22: 1.5% FY23: 2% (reval year) FY24: 1.5%	FY21: 0.69% FY22: 0.69% FY23: 3.5% (reval year) FY24: 1.5% FY25: 1.5%	FY22: 2.34% FY23: 1.0% (reval year) FY24: 1.5% FY25: 1.5% FY26: 1.5%	FY23: 15.51% (reval year) FY24: 1.5% FY25: 1.5% FY26: 1.5% FY27: 1.5%
GF Mill Rates - Real Estate/Personal Property	74.29 each year	74.29 each year	74.29 each year	74.29 each year	68.95 each year
GF Mill Rates - Motor Vehicles	45.00 each year	45.00 each year	45.00 each year	45.00 each year	29.00 each year
Non-Current Levy Taxes	Level funded FY20-23	Level funded FY20-24	Decrease of 18% in FY21 Return to FY20 level for FY22-25	Decrease of 13% in Prior Yr Taxes in FY22 Rebound in FY23 and level for FY24-26	Increase of 0.3% in FY23, followed by return to levels close to pre- Covid in FY24; Level projections FY25-27
State Aid	Align with state budget Level fund 5 years	Align with state budget Level fund 5 years	Align with state budget Level fund 5 years (minor variance MV transition grant)	Aligns with State budget for routine State Aid sources Includes Distressed Municipalities funding in FY22 and half of estimated Tiered PILOT for FY23-26	Align with state budget Level fund 5 years
Other Revenues	Level funded FY20-23	Increase in interest income in FY20; Return to historical level in FY21; 0.2% overall increases in remaining years	Loss of parking revenue in FY21; Return to historical level in FY22; 0.2% overall increases in remaining years	Small adjustments FY22 to FY23 then level funded with exception of 1% per year increases in Licenses and Permits Final year of Corporate Contributions in FY23 (\$10M)	Corporate Contributions (\$10 million) no longer treated as operating revenue in 5-Yr Plan Small adjustments to other sources in FY23 and FY24; Level projections FY25-27

Major Assumptions	Original 5-Year Plan FY19-23	Updated 5-Yr Forecast FY20-24	Updated 5-Yr Forecast FY21-25	Updated 5-Yr Forecast FY22-26	Updated 5-Yr Forecast FY23-27
Expenditures					
Salary/Payroll	Avg. annual increases of 1.5%	Avg. annual increases of 1.2%	Avg. annual increases of 1.6%	Avg. annual increases of 3.3% FY22-26	Avg. annual increases of 3.4% FY23-27
Health Insurance	7% escalation				
Pension	Based on ADEC	Based on ADEC	Based on ADEC	Based on ADEC	FY23: Based on ADEC FY24-27: Based on Actuary Firm's 5- Year Projections
Education	Level funded all years				
Capital	Limited pay-as you-go capital program	Limited pay-as you-go capital program: \$10.4 million level funded throughout 5-year period			
Debt Service	Debt service limited to certain revenue bonds and other debt not included in Contract for Assistance. No new bonding assumed.	Debt service limited to certain revenue bonds and other debt not included in Contract for Assistance. No new bonding assumed.	Debt service limited to certain revenue bonds and other debt not included in Contract for Assistance. No new bonding assumed.	Debt service limited to certain revenue bonds and other debt not included in Contract for Assistance. No new bonding assumed.	Debt service limited to certain revenue bonds and other debt not included in Contract for Assistance. No new bonding assumed.

City of Hartford

FY2023-FY2027 Five-Year Outlook to the Municipal Accountability Review Board



Meeting date: May 17, 2022

City of Hartford
FY2023-FY2027 Five-Year Outlook
to the Municipal Accountability Review Board

General Fund Expenditure and Revenue Forecast Assumptions	1
FY2023 General Fund Summary	5
Revenue Summary - Major Category	6
Expenditure Summary - Major Category	7
Expenditure Summary - Departments	8
Expenditure Summary - 822 Department	9

GENERAL FUND EXPENDITURE AND REVENUE FORECAST ASSUMPTIONS FISCAL YEARS 2023 THROUGH 2027

The Five-Year Financial Forecast (Forecast) for the City of Hartford (City) spans fiscal years (FY) 2023 to 2027. The purpose of the Forecast is to help make informed budgetary and operational decisions by anticipating the future of the City's General Fund revenues and expenditures, and highlighting anticipated fiscal risks and opportunities. The Forecast surfaces major known fiscal conditions and projected future conditions to support informed long-term planning and decision-making regarding operational and capital improvement resources. As such, this Forecast should be used as a management and planning tool and be amended annually. It is also important to note that the Court of Common Council is mandated by Charter to adopt a balanced budget. Therefore, any out-year projections indicating a budget deficit will require adjustments prior to budget adoption.

General Property Taxes are a major source of revenue for the City. The tax revenue projection for the FY2023-FY2027 budget contains the following assumptions:

- Decreased mill rate from 74.29 to 68.95 for all property types, except for Motor Vehicles, which are at a decreased rate of 29 mills, down from 45 mills, effective in FY2023 and forecasted through FY2027, consistent with current State law
- Increase of 15.51% in the 2021 Grand List for FY2023 based on the revaluation completed in December 2021, and a 1.5% annual growth for FY2024-FY2027
- Tax collection rate of 95.78% based on the average of three previous fiscal years (96.05% in FY2019, 95.11% in FY2020, and 96.18% in FY2021 from the City's ACFR - Annual Comprehensive Financial Report)
- Relatively static level of tax abatements

Licenses and Permits revenues reflects a steady stream of income based upon no anticipated increases to housing, licenses, inspections, land use, and other fees. Although there are various property developments in progress it is assumed the amount of developments will remain steady in the coming years.

Fines, Forfeits and Penalties, primarily comprised of False Alarm Fine revenue, are expected to remain relatively level. This category is relatively small; while all revenues are vital, it is not a major source of revenue.

Revenue from the Use of Money and Property primarily consists of rental/lease and short-term investment income. It is projected that this category will remain constant through FY2027 based on trends during FY2022.

Intergovernmental Revenue is a major source of revenue to the City. The City's revenue forecast assumes an increase in municipal aid revenues from the State of Connecticut based upon the FY2023 Governor's Proposed Budget. This increase is predominantly due to an increase in the State PILOT funds and the Motor Vehicle Reimbursement funding due to the State law change from a cap of 45 mills to 29 mills assumed in FY2023 through FY2027. The City relies heavily on State assistance since a significant portion of tax-exempt properties are within the Capital City's boundaries. The State payment in lieu of taxes (PILOT) revenue continues to be funded at amounts below the State statutory level. Level funding of the municipal aid from the State of Connecticut is a major assumption and element of the City's Recovery Plan and long-term forecast.

Charges for Services include revenue from conveyance tax, filing of legal documents and all other charges for general government services. FY2023 reflects a slight increase from the FY2022 Adopted Budget. Out-years are projected flat since many of the revenue items in this category are variable in nature.

Reimbursements include miscellaneous reimbursement amounts and prior-year expenditure refunds. Reimbursements are expected to remain relatively level. This category is relatively small; while all revenues are vital, it is not a major source of revenue.

Other Revenue includes the sale of development properties and other miscellaneous revenues. To reduce the City's reliance on one-time revenue sources, FY2023 and all the years to come have no anticipated sale of City properties. In principle, the City does not sell assets that generate annual revenue to the City. There is a slight decrease in FY2023 to reflect a change in accounting for rebate earnings on the City's procurement card program which moved the rebate to investment earnings in FY2023.

Other Financing Sources include transfers from other funds. The Hartford Parking Facilities Enterprise Fund, which passes the net revenue generated by the Hartford Parking Authority to the General Fund, reflects a slight decrease from FY2022 levels due to changes in the parking lot management inventory expected during the year. This revenue category is projected to remain constant in future years. The Special Police Services Fund, which accounts for all police private duty activity, is held flat at the FY2022 level of \$2.75 million. Revenues for Downtown North associated with the baseball stadium have been increased from \$375,000 in FY2022 to \$795,000 in FY2023 as a resumption of events in Downtown North following the COVID-19 pandemic is projected.

Assumptions for Expenditure Forecast:

Payroll/Personnel Services

Payroll is a broad expenditure line item that includes salary expenses for full-time, part-time, and seasonal workers, as well as other associated costs including, but not limited to, overtime, holiday pay, and shift differential. For the FY2023 to FY2027 period, Payroll/Personnel Services in operating departments is projected to increase annually by 3.4% on average. The FY2023 Recommended Budget includes a headcount of 1,438. The expenditure forecast assumes a level headcount.

Benefits and Insurances

In the FY2023 Recommended Budget, Benefits & Insurances, which includes health insurance, pension, property and liability insurances, workers' compensation and other benefits, are projected to increase by 1.0%, or \$1,007,305, due to higher expenses in mitigation strategies, insurance claims, health benefit costs and cashouts, offset by lower expenses in pensions, Social Security and workers' compensation.

Health

The City has a self-insured health model and the Health Benefits budget reflects the net medical, pharmacy and dental costs after employee contributions for approximately 2,568 active members and 1,642 retirees. Health costs, including medical, prescription and dental, reflect the claim trend experience adjusted for industry standard annual medical and pharmacy inflation of approximately 7% and a 2% Claims Margin. Full-time City employees, in accordance with bargaining agreements, have moved from a Preferred Provider Organization Plan (PPO) to a High Deductible Health Plan (HDHP) with a Health Savings Account (HSA) and a partially employer-funded deductible.

Health Benefit costs reflect an increase of approximately \$507,841 compared to the FY2022 Adopted Budget, which is due to claims trends being offset by a decrease in health insurance waiver costs. Annual escalation is consistently forecasted at 7% throughout FY2024-FY2027.

Pension

In total, the City's pension budget decreased by \$0.60 million from the FY2022 Adopted to the FY2023 Recommended Budget. Expenses for the City's Municipal Employees Retirement Plan (MERF) decrease by \$1.35 million, and are budgeted based on actuarial valuation report prepared by Hooker and Holcombe, as approved entirely by the City's Pension Commission. The actuarially determined employer contribution (ADEC) for FY2023 is \$53.69 million, comprised of \$45.88 million for the City's Police, Fire and Municipal employees, \$0.99 million for the Hartford Public Library (funded within the HPL appropriation) and \$6.81 million for the Board of Education. The FY2023 Recommended Budget fully funds the ADEC, consistent with historical practice and in line with the contract assistance agreement executed with the State of Connecticut. Lower MERF expenses are partially offset by a \$0.35 million increase in cashouts.

The City's FY2023 MERF contribution of \$45.88 million, budgeted within Benefits and Insurances, is a decrease of approximately \$1.35 million from the FY2022 Adopted Budget. This is primarily due to higher payroll as the actuarial valuation has been updated to reflect City estimated payrolls. The FY2023 Recommended Budget reflects a 6.75% rate of return. The FY2023-FY2027 Forecast Municipal Budget (excluding Education) fully funds the municipal portion of the ADEC, which is estimated at \$46.0 million for FY2024 and goes to \$40.3 million in FY2027. Full funding of the pension ADEC is a requirement of the City's contract assistance agreement with the State.

The City's Connecticut Municipal Employees Retirement System (CMERS) plan for the Local 1716 bargaining unit is funded at \$2.46 million with 3% escalation in the out-years. In addition, payouts associated with vacation and sick exchange are also projected to increase from the FY2023 Recommended Budget.

In FY2023 and beyond, total Benefits and Insurances expenses stabilize at approximately 1.4% annual growth for the remaining years.

Debt Service and Other Capital

Under the contract assistance agreement between the City and the State of Connecticut, principal and interest payments for existing acquired and restructured general obligation (GO) bonds will be paid by the State of Connecticut. The FY2023-FY2027 forecast does not include the debt service for the City's general obligation bonded debt. The City will continue to service the Hartford Stadium Authority Revenue Bonds and therefore this debt service is appropriately budgeted within the debt service forecast at \$4.6 million annually. The debt service line item also includes the GILLOT (Grant in Lieu of Taxes) debt service related to a past CBRA (Connecticut Brownfields Redevelopment Authority) project with the University of Hartford. The Debt Service and Other Capital line item does not include any funding for new debt issuance. The City will manage its Capital Improvement Program to meet basic City infrastructure on a PAYGO (pay-as-you-go) basis for fiscal years 2023-2027.

Education

The City's education contribution to the Hartford Public Schools is projected to be flat in the out-year forecast. The Hartford Public School System continues to receive additional funding directly from Grants and other Special Funds.

Hartford Public Library

The out-year forecast for the Hartford Public Library assumes no changes in the current service model and adjusts for increases in healthcare costs.

Utilities

The City uses data from multiple sources in projecting future utilities expenses. Expenses incurred in the current and prior fiscal years are analyzed, and are provided to an energy consultant for its reference in developing expense projections for specific accounts including electricity and piped gas. Energy pricing data from the U.S. Energy Information Administration (EIA) Web site are reviewed and used to estimate escalation in utility costs. Estimated changes in consumption and existing contracts are among the additional information considered when projecting expenses.

The energy pricing data from the EIA Web site used for projecting FY2024-FY2027 expenses was obtained from the organization's *Annual Energy Outlook 2022* report that was released on March 3, 2022 and therefore might not fully reflect increased prices for energy products and supply chain disruptions that have emerged as geopolitical tensions increased during the first four months of 2022. Therefore, most of the escalation rates applied to generate the City's expense projections during the FY2024-FY2027 period are significantly higher than the rates derived from EIA data.

- **Electricity:** For FY2023, the Recommended Budget reflects a 0.8% decrease from the FY2022 Adopted Budget and a 5.0% increase above projected FY2022 expenses. Electricity expenses decreased during FY2019-FY2021, primarily due to LED lighting retrofit projects but partly also due to relatively low electricity supply rates. In January 2021, the City began receiving electricity at a supply rate that is roughly 17% lower than the rate received in CY2020, as part of a 4-year agreement that will expire in December 2024. The FY2023 Recommended Budget amount is higher than projected FY2022 expenses to accommodate potentially higher electricity distribution costs, a potential increase in electricity usage due to higher building occupancy in FY2023, and uncertainty in the FY2022 expense projection. The City's energy consultant estimated that FY2024 expenses would be 5.0% higher than FY2023 expenses, while the U.S. EIA data projected that expenses during the FY2024-FY2027 period would increase by an average annual rate of 0.9%. Particularly because the City's current annual supply contract will end in mid-FY2025, the escalation rate applied to FY2024 and FY2025 was 5.0% and the escalation rate applied to FY2026 and FY2027 was 4.0%, for an average annual rate of 4.5%.
- **Piped Heat and A/C:** The FY2023 Recommended Budget for heated and chilled water supplied by Hartford Steam Company (HSC) is 12.3% higher than the FY2022 Adopted Budget and roughly equal to projected FY2022 expenses. Projected escalation rates for natural gas derived from U.S. EIA data during the FY2024-FY2027 period were volatile but had an average annual decrease of 0.2%. These data are nationwide rates and don't appear to reflect the high prices for natural gas recently experienced in New England. Guidance provided by the City's energy consultant of 5.0% escalation in FY2024 was used instead, and applied as an annual escalation rate to the entire FY2024-FY2027 period.
- **Piped Gas:** The FY2023 Recommended Budget for natural gas is 12.3% higher than the FY2022 Adopted Budget and 12.5% higher than projected FY2022 expenses. Expenses for this account typically exhibit more variability from year-to-year than expenses for the Piped Heat & A/C account. Expenses were assumed to annually increase at 5.0% for FY2024-FY2027.
- **Gasoline:** For FY2023, the Recommended Budget for gasoline includes a 31.2% increase over the FY2022 Adopted Budget and an 18.1% increase above projected FY2022 expenses. The City currently is purchasing gasoline via a State agreement with suppliers that is not a fixed price agreement and gasoline prices have dramatically increased during FY2022. Using U.S. EIA data for gasoline, escalation rates for this account in FY2024-FY2027 range from 1.3% to 3.8% and have an annual average increase of 2.6%. An annual escalation rate of 3.0% was applied to the FY2024-FY2027 period.
- **Diesel Fuel:** The FY2023 Recommended Budget for diesel fuel is 51.0% higher than the FY2022 Adopted Budget and 4.7% higher than projected FY2022 expenses. As with gasoline, the City currently is purchasing diesel fuel via a State agreement with suppliers that is not a fixed price agreement and diesel fuel prices are now higher than they have been for several years. Using U.S. EIA data for diesel fuel, escalation rates for the FY2024-FY2027 period range from 2.3% to 5.9% and have an annual average increase of 3.3%. An annual escalation rate of 3.5% was applied to the FY2024-FY2027 period.
- **Water:** This account funds potable water supply and fire hydrant maintenance by the MDC (Metropolitan District Commission). The FY2023 Recommended Budget is 34.5% higher than the FY2022 Adopted Budget and is 4.6% higher than projected FY2022 expenses. The FY2023 Recommended Budget accommodates projected MDC rate increases for water usage and increased water consumption by the City as it operates spray parks (i.e., splash pads) and swimming pools on a regular schedule; water consumption also increased in FY2022 due to vandalism at some of the City's spray parks. Water consumption had been lowered during FY2020 and FY2021 due to curtailed activities related to the COVID-19 pandemic. The higher budget includes a contingency margin due to the effects of weather on water consumption. The escalation rate for account expenses in the FY2024-FY2027 period is 3.5%.
- **Metropolitan District:** This account funds payment of the tax on Hartford as a member municipality for sewer services. MDC allocations are developed on a calendar year basis and are based on the estimated property tax revenues for a 3-year period that are received by member municipalities. The FY2023 Recommended Budget is 9.7% higher than both the

FY2022 Adopted Budget amount and projected FY2022 expenses. The FY2023 expense was projected from the MDC's CY2022 tax levy and the method it followed in previous years for allocating future levy increases among calendar year quarters. The CY2022 tax levy identifies amounts for the first two FY2023 quarterly invoices; the last two FY2023 quarterly invoices were estimated based on the aforementioned method. In the four fiscal years preceding FY2022, increases in actual expenses increased from 4.3% to 12.3% per year, with an average annual increase of 7.2%. This 7.2% escalation rate was used for this account in the FY2024-FY2027 period.

FIVE-YEAR OUTLOOK¹	FY2023 RECOMM	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
Revenues	599,574,731	604,345,809	612,692,556	617,527,428	622,434,823
Expenditures	599,574,731	609,053,561	619,069,161	629,378,259	636,252,599
Surplus / (Deficit)	0	(4,707,752)	(6,376,605)	(11,850,832)	(13,817,777)
Efficiencies and Other Mitigation	0	4,707,752	6,376,605	11,850,832	13,817,777
Revised Surplus (Deficit)	0	0	0	0	0

¹ Summary tables are rounded.

FY2023 Recommended Budget and FY2024-FY2027 Forecast
City of Hartford - General Fund Revenue & Expenditure Summary

Revenue Category	FY2022 PROJECTION (Period 9)	FY2023 RECOMMENDED	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
41-TAXES	(294,250,448)	(294,747,269)	(301,559,054)	(309,903,869)	(314,445,609)	(319,055,474)
42-LICENSES AND PERMITS	(6,486,605)	(6,119,012)	(6,179,012)	(6,179,012)	(6,179,012)	(6,179,012)
43-FINES FORFEITS AND PENALTIES	(187,567)	(154,100)	(154,100)	(154,100)	(154,100)	(154,100)
44-INTEREST AND RENTAL INCOME	(1,160,936)	(1,171,054)	(1,171,054)	(1,171,054)	(1,171,054)	(1,171,054)
45-INTERGOVERNMENTAL	(279,518,499)	(288,532,177)	(286,131,470)	(286,133,402)	(286,426,534)	(286,724,063)
46-CHARGES FOR SERVICES	(4,548,300)	(3,150,266)	(3,450,266)	(3,450,266)	(3,450,266)	(3,450,266)
47-REIMBURSEMENTS	(90,053)	(89,653)	(89,653)	(89,653)	(89,653)	(89,653)
48-OTHER REVENUES	(222,743)	(55,200)	(55,200)	(55,200)	(55,200)	(55,200)
53-OTHER FINANCING SOURCES	(4,443,000)	(5,556,000)	(5,556,000)	(5,556,000)	(5,556,000)	(5,556,000)
Grand Total	(590,908,149)	(599,574,731)	(604,345,809)	(612,692,556)	(617,527,428)	(622,434,823)

Expenditure Category	FY2022 PROJECTION (Period 9)	FY2023 RECOMMENDED	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
PAYROLL	118,776,456	123,916,205	130,578,017	134,994,460	138,892,134	141,815,325
BENEFITS	77,895,630	98,671,066	100,601,525	101,915,867	103,569,414	104,734,524
DEBT	42,094,810	15,284,900	15,287,358	15,287,292	15,288,857	15,288,691
LIBRARY	-	8,631,586	8,787,048	8,947,432	9,112,975	9,283,924
MHIS	2,151,273	4,392,973	4,456,278	4,520,644	4,586,091	4,652,637
UTILITY	28,966,681	30,193,863	32,078,051	34,094,291	36,214,321	38,483,594
OTHER	32,148,831	34,470,864	33,252,010	35,295,900	37,701,193	37,980,629
EDUC	284,013,274	284,013,274	284,013,274	284,013,274	284,013,274	284,013,274
Grand Total	586,046,955	599,574,731	609,053,561	619,069,161	629,378,259	636,252,599

Revenues and Expenditures, Net	-	-	4,707,751	6,376,605	11,850,831	13,817,777
Surplus (Deficit), Including Contract Assistance, Labor & Other Savings	-	-	(4,707,751)	(6,376,605)	(11,850,831)	(13,817,777)
Efficiencies and Other Mitigation	-	-	4,707,751	6,376,605	11,850,831	13,817,777
Revised Gap	-	-	-	-	-	-

FY2023 Recommended Budget and FY2024-FY2027 Forecast Amounts by Revenue

	FY2022 PROJECTION (Period 9)	FY2023 RECOMMENDED	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
41-TAXES	(294,250,448)	(294,747,269)	(301,559,054)	(309,903,869)	(314,445,609)	(319,055,474)
CURRENT YEAR TAX LEVY	(280,792,169)	(285,792,269)	(291,947,547)	(300,292,362)	(304,834,102)	(309,443,967)
INTEREST AND LIENS	(4,000,000)	(3,800,000)	(4,056,507)	(4,056,507)	(4,056,507)	(4,056,507)
PRIOR YEAR LEVIES	(9,000,000)	(5,130,000)	(5,530,000)	(5,530,000)	(5,530,000)	(5,530,000)
TAX LIEN SALES	(187,912)	-	-	-	-	-
OTHER	(270,367)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
42-LICENSES AND PERMITS	(6,486,605)	(6,119,012)	(6,179,012)	(6,179,012)	(6,179,012)	(6,179,012)
BUILDING PERMITS	(3,614,100)	(3,614,100)	(3,614,100)	(3,614,100)	(3,614,100)	(3,614,100)
ELECTRICAL PERMITS	(797,665)	(797,665)	(797,665)	(797,665)	(797,665)	(797,665)
FOOD & MILK DEALER LICENSES	(200,209)	(140,000)	(200,000)	(200,000)	(200,000)	(200,000)
MECHANICAL PERMITS	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)
PLUMBING PERMITS	(337,846)	(337,846)	(337,846)	(337,846)	(337,846)	(337,846)
OTHER	(736,785)	(429,401)	(429,401)	(429,401)	(429,401)	(429,401)
43-FINES FORFEITS AND PENALTIES	(187,567)	(154,100)	(154,100)	(154,100)	(154,100)	(154,100)
FALSE ALARM CITATIONS-POL&FIRE	(168,526)	(138,000)	(138,000)	(138,000)	(138,000)	(138,000)
LAPSED LICENSE/LATE FEE	(10,375)	(7,100)	(7,100)	(7,100)	(7,100)	(7,100)
OTHER	(8,666)	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
44-INTEREST AND RENTAL INCOME	(1,160,936)	(1,171,054)	(1,171,054)	(1,171,054)	(1,171,054)	(1,171,054)
BILLINGS FORGE	(20,428)	(20,428)	(20,428)	(20,428)	(20,428)	(20,428)
CT CENTER FOR PERFORM ART	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
INTEREST	(421,706)	(248,000)	(248,000)	(248,000)	(248,000)	(248,000)
RENT OF PROP-ALL OTHER	(87,575)	(101,329)	(101,329)	(101,329)	(101,329)	(101,329)
RENTAL OF PARK PROPERTY	(35,933)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)
RENTAL OF PROP-FLOOD COMM	(99,360)	(99,360)	(99,360)	(99,360)	(99,360)	(99,360)
RENTAL-525 MAIN STREET	(35,094)	-	-	-	-	-
RENTS FROM TENANTS	(160,200)	(161,400)	(161,400)	(161,400)	(161,400)	(161,400)
SHEPHERD PARK	(124,206)	(234,393)	(234,393)	(234,393)	(234,393)	(234,393)
THE RICHARDSON BUILDING	(90,290)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)
UNDERWOOD TOWER PILOT	(36,144)	(36,144)	(36,144)	(36,144)	(36,144)	(36,144)
OTHER	-	(114,000)	(114,000)	(114,000)	(114,000)	(114,000)
45-INTERGOVERNMENTAL	(279,518,499)	(288,532,177)	(286,131,470)	(286,133,402)	(286,426,534)	(286,724,063)
MUNICIPAL AID	(264,922,204)	(284,605,856)	(283,695,960)	(283,695,960)	(283,987,132)	(284,282,671)
CAR TAX SUPPL MRSF REV SHARING	(11,344,984)	(20,321,339)	(19,411,443)	(19,411,443)	(19,702,615)	(19,998,154)
EDUCATION COST SHARING	(187,974,890)	(187,974,890)	(187,974,890)	(187,974,890)	(187,974,890)	(187,974,890)
HIGHWAY GRANT	(1,186,368)	(1,186,368)	(1,186,368)	(1,186,368)	(1,186,368)	(1,186,368)
MASHANTUCKET PEQUOT FUND	(6,136,523)	(6,136,523)	(6,136,523)	(6,136,523)	(6,136,523)	(6,136,523)
MRSA BONDED DISTRIBUTION GRANT	(1,419,161)	(1,419,161)	(1,419,161)	(1,419,161)	(1,419,161)	(1,419,161)
MRSF SELECT PILOT	(12,422,113)	(12,422,113)	(12,422,113)	(12,422,113)	(12,422,113)	(12,422,113)
MUNICIPAL STABILIZATION GRANT	(3,370,519)	(3,370,519)	(3,370,519)	(3,370,519)	(3,370,519)	(3,370,519)
PRIV TAX EXEMPT PROPERTY	(30,904,693)	(51,774,943)	(51,774,943)	(51,774,943)	(51,774,943)	(51,774,943)
STATE OWNED PROPERTY	(10,162,953)	-	-	-	-	-
OTHER STATE REVENUES	(11,210,168)	(24,516)	(24,516)	(24,516)	(24,516)	(24,516)
DISTRESSED MUNICIPALITIES	(11,114,995)	-	-	-	-	-
JUDICIAL BRANCH REV DISTRIB.	(66,947)	-	-	-	-	-
VETERANS EXEMPTIONS	(28,226)	(24,516)	(24,516)	(24,516)	(24,516)	(24,516)
PILOTS, MIRA & OTHER INTERGOVERNMENTAL	(3,382,826)	(3,898,506)	(2,407,695)	(2,409,626)	(2,411,587)	(2,413,577)
DISABIL EXEMPT-SOC SEC	(7,148)	(6,417)	(6,417)	(6,417)	(6,417)	(6,417)
GR REC TAX-PARI MUTUEL	(172,000)	(165,714)	(173,000)	(173,000)	(173,000)	(173,000)
HEALTH&WELFARE-PRIV SCH	(56,245)	(54,629)	(54,629)	(54,629)	(54,629)	(54,629)
MATERIALS INNOV & RECYCLING AUTH	(1,500,000)	(1,500,000)	-	-	-	-
PHONE ACCESS LN TAX SH	(562,817)	(562,817)	(562,817)	(562,817)	(562,817)	(562,817)
PILOT CHURCH HOMES INC	(126,512)	(126,872)	(128,775)	(130,707)	(132,667)	(134,657)
PILOT FOR CT CTR FOR PERF	(273,269)	(357,056)	(357,056)	(357,056)	(357,056)	(357,056)
PILOT FOR HARTFORD 21	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
PILOT HARTFORD HILTON	(46,501)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)
PILOT HARTFORD MARRIOTT	(113,335)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
PILOT TRINITY COLLEGE	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
OTHER	(3,300)	(3,300)	(3,300)	(3,300)	(3,300)	(3,300)
STATE REIMBURSEMENTS	(3,300)	(3,300)	(3,300)	(3,300)	(3,300)	(3,300)
46-CHARGES FOR SERVICES	(4,548,300)	(3,150,266)	(3,450,266)	(3,450,266)	(3,450,266)	(3,450,266)
CONVEYANCE TAX	(2,300,000)	(1,300,000)	(1,600,000)	(1,600,000)	(1,600,000)	(1,600,000)
FILING RECORD-CERTIF FEES	(454,218)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
TRANSCRIPT OF RECORDS	(846,517)	(805,266)	(805,266)	(805,266)	(805,266)	(805,266)
OTHER	(947,565)	(745,000)	(745,000)	(745,000)	(745,000)	(745,000)
47-REIMBURSEMENTS	(90,053)	(89,653)	(89,653)	(89,653)	(89,653)	(89,653)
ADVERTISING LOST DOGS	(358)	(453)	(453)	(453)	(453)	(453)
DOG ACCT-SALARY OF WARDEN	(2,600)	(2,105)	(2,105)	(2,105)	(2,105)	(2,105)
SECTION 8 MONITORING	(83,890)	(83,890)	(83,890)	(83,890)	(83,890)	(83,890)
OTHER	(3,205)	(3,205)	(3,205)	(3,205)	(3,205)	(3,205)
48-OTHER REVENUES	(222,743)	(55,200)	(55,200)	(55,200)	(55,200)	(55,200)
MISCELLANEOUS REVENUE	(115,863)	(45,724)	(45,724)	(45,724)	(45,724)	(45,724)
OVER & SHORT ACCOUNT	(155)	-	-	-	-	-
SALE OF DOGS	(5,223)	(5,993)	(5,993)	(5,993)	(5,993)	(5,993)
SETTLEMENTS - OTHER	(3,002)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
OTHER	(98,500)	(483)	(483)	(483)	(483)	(483)
53-OTHER FINANCING SOURCES	(4,443,000)	(5,556,000)	(5,556,000)	(5,556,000)	(5,556,000)	(5,556,000)
DOWNTOWN NORTH (DONO)	(395,000)	(795,000)	(795,000)	(795,000)	(795,000)	(795,000)
REVENUE FROM HTFD PKG AUTHY	(2,048,000)	(2,011,000)	(2,011,000)	(2,011,000)	(2,011,000)	(2,011,000)
SPECIAL POLICE SERVICES	(2,000,000)	(2,750,000)	(2,750,000)	(2,750,000)	(2,750,000)	(2,750,000)
Grand Total	(590,908,149)	(599,574,731)	(604,345,809)	(612,692,556)	(617,527,428)	(622,434,823)

FY2023 Recommended Budget and FY2024-FY2027 Forecast Amounts by Major Category

DESCRIPTION	FY2022 PROJECTED (Period 9)	FY2023 RECOMM	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
PAYROLL	118,776,456	123,916,205	130,578,017	134,994,460	138,892,134	141,815,325
FT	94,032,917	103,922,712	110,117,475	113,950,431	117,247,199	119,731,708
HOL	2,357,702	2,494,938	2,545,761	2,619,725	2,695,855	2,762,486
OT	20,176,533	15,949,949	16,350,689	16,844,571	17,353,549	17,709,646
PT	2,209,303	1,548,606	1,564,092	1,579,733	1,595,530	1,611,486
BENEFITS	77,895,630	98,671,066	100,601,525	101,915,867	103,569,414	104,734,524
1HEALTH	15,486,437	35,943,618	38,445,551	41,122,196	43,985,770	47,049,345
2MITIG	-	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
3PEN	51,443,246	50,806,786	50,046,925	48,424,043	46,947,258	44,775,694
3PEN	50,000	50,000	51,500	53,045	54,636	56,275
3PEN-CMERS	2,181,569	2,540,142	2,614,781	2,691,644	2,770,796	2,852,308
3PEN-MERF	47,235,000	45,884,000	44,991,000	43,231,000	41,613,000	39,296,000
3PEN-OTHER	426,677	432,644	432,644	432,644	432,644	432,644
3PEN-PAYOUT	1,550,000	1,900,000	1,957,000	2,015,710	2,076,181	2,138,467
4INSUR	4,395,305	5,053,123	5,154,185	5,257,269	5,362,415	5,469,663
FRINGE REIMBURSEMENTS	(3,236,631)	(3,236,631)	(3,500,520)	(3,570,530)	(3,641,941)	(3,714,780)
LIFE INSURANCE	231,987	231,987	238,947	246,115	253,498	261,103
OTHER BENEFITS	4,541,536	4,579,297	4,849,626	4,995,115	5,144,968	5,299,317
SOC SEC	4,271,536	4,309,297	4,571,526	4,708,672	4,849,932	4,995,430
TUITION REIMBURSEMENT	20,000	20,000	20,600	21,218	21,855	22,510
UNEMPLOY COMP	250,000	250,000	257,500	265,225	273,182	281,377
WAGE	-	1,379,136	1,399,823	1,420,820	1,442,133	1,463,765
WORKERS COMP	5,033,750	4,913,750	4,966,988	5,020,839	5,075,313	5,130,417
DEBT	42,094,810	15,284,900	15,287,358	15,287,292	15,288,857	15,288,691
DEBT	42,094,810	15,284,900	15,287,358	15,287,292	15,288,857	15,288,691
ARPA	19,900,000	-	-	-	-	-
CLEAN WATER	115,584	115,584	115,583	115,583	115,583	115,583
DONO	4,647,544	4,647,263	4,647,281	4,644,725	4,643,750	4,640,994
GILOT	122,053	122,053	124,494	126,984	129,524	132,114
PAY GO CAPEX	17,309,629	10,400,000	10,400,000	10,400,000	10,400,000	10,400,000
LIBRARY	-	8,631,586	8,787,048	8,947,432	9,112,975	9,283,924
MHIS	2,151,273	4,392,973	4,456,278	4,520,644	4,586,091	4,652,637
UTILITY	28,966,681	30,193,863	32,078,051	34,094,291	36,214,321	38,483,594
OTHER	32,148,831	34,470,864	33,252,010	35,295,900	37,701,193	37,980,629
EDUC	284,013,274	284,013,274	284,013,274	284,013,274	284,013,274	284,013,274
Grand Total	586,046,955	599,574,731	609,053,561	619,069,161	629,378,259	636,252,599

FY2023 Recommended Budget and FY2024-FY2027 Forecast Amounts by Department

DESCRIPTION	FY2022 PROJECTED (Period 9)	FY2023 RECOMM	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
00111 MAYOR'S OFFICE	666,270	791,907	803,472	815,208	827,118	839,205
00112 COURT OF COMMON COUNCIL	805,712	820,068	828,968	837,987	847,127	856,389
00113 TREASURER	437,309	553,375	565,440	577,121	589,090	601,356
00114 REGISTRARS OF VOTERS	598,884	507,196	515,922	523,135	530,460	537,899
00116 CORPORATION COUNSEL	1,407,327	1,501,798	1,524,171	1,546,880	1,569,932	1,593,331
00117 TOWN & CITY CLERK	778,518	820,927	846,116	864,142	882,597	901,490
00118 INTERNAL AUDIT	523,774	523,219	535,512	548,103	560,998	574,206
00119 CHIEF OPERATING OFFICER	1,440,573	1,820,210	1,848,804	1,874,922	1,901,463	1,928,433
00122 METRO HARTFORD INNOVATION SERV	2,151,273	4,392,973	4,456,278	4,520,644	4,586,091	4,652,637
00123 FINANCE	3,481,240	3,900,809	4,012,598	4,114,902	4,219,909	4,327,689
00125 HUMAN RESOURCES	1,495,367	1,720,345	1,745,369	1,769,229	1,793,453	1,818,047
00128 OFFICE OF MANAGEMENT & BUDGET	1,201,365	1,288,894	1,312,458	1,334,272	1,356,464	1,379,040
00132 CHILDREN FAMILY RECREATION	3,834,175	3,663,453	3,707,890	3,747,852	3,788,437	3,829,657
00211 FIRE	39,424,860	40,071,325	40,747,806	41,873,320	43,030,362	44,219,818
00212 POLICE	48,571,543	49,886,238	54,774,978	57,223,664	59,101,830	59,952,384
00213 EMERGENCY SERVICES & TELECOMMU	3,942,488	4,405,552	4,544,384	4,643,409	4,744,734	4,848,416
00311 PUBLIC WORKS	17,863,438	19,124,731	19,629,982	19,986,336	20,350,602	20,722,965
00420 DEVELOPMENT SERVICES	5,556,255	6,048,086	6,196,826	6,323,318	6,453,077	6,586,190
00520 HEALTH AND HUMAN SERVICES	4,957,946	5,477,402	5,578,019	5,664,346	5,752,799	5,843,433
00711 EDUCATION	284,013,274	284,013,274	284,013,274	284,013,274	284,013,274	284,013,274
00721 HARTFORD PUBLIC LIBRARY	-	8,631,586	8,787,048	8,947,432	9,112,975	9,283,924
00820 BENEFITS & INSURANCES	77,895,630	98,671,066	100,601,525	101,915,867	103,569,414	104,734,524
00821 DEBT SERVICE	42,094,810	15,284,900	15,287,358	15,287,292	15,288,857	15,288,691
00822 NON OP DEPT EXPENDITURES	42,904,927	45,655,397	46,189,363	50,116,505	54,507,197	56,919,600
Grand Total	586,046,955	599,574,731	609,053,561	619,069,161	629,378,259	636,252,599

FY2023 Recommended Budget and FY2024-FY2027 Forecast Amounts by Non-Operating Department

DESCRIPTION	FY2022 PROJECTED (Period 9)	FY2023 RECOMM	FY2024 FORECAST	FY2025 FORECAST	FY2026 FORECAST	FY2027 FORECAST
00822 NON OP DEPT EXPENDITURES	42,904,927	45,655,397	46,189,363	50,116,505	54,507,197	56,919,600
822002 PAYMENT FOR COMMUNITY IMPACT	169,371	169,371	169,396	169,421	169,446	169,472
535028 HONORARIUM	5,000	5,000	5,025	5,050	5,075	5,101
589232 PUBLIC TV AND MEDIA	84,371	84,371	84,371	84,371	84,371	84,371
589271 CIVIC ENGAGEMENT	25,000	25,000	25,000	25,000	25,000	25,000
589272 HARTFORD NEXT	55,000	55,000	55,000	55,000	55,000	55,000
822003 VEHICLES AND EQUIPMENT & TECH	3,624,950	4,232,336	2,720,435	3,496,272	4,127,896	4,127,896
573038 BODY CAMERAS - CEW'S	269,590	402,316	402,316	402,316	402,316	402,316
573040 IN-CAR CAMERAS	39,900	39,900	39,900	39,900	39,900	39,900
573044 CAMERA MAINTENANCE	200,000	200,000	200,000	200,000	200,000	200,000
577320 VEHICLES	658,979	551,677	-	-	-	-
577321 NEW LEASES AND PURCHASES	1,300,839	3,038,443	2,078,219	2,854,056	3,485,680	3,485,680
599300 OPERATING TRANSFER OUT	1,155,642	-	-	-	-	-
822004 PAYMENT TO GOVT AGENCY	203,140	201,176	201,176	201,176	201,176	201,176
589228 GRT HTFD TRANSIT DISTRICT	19,964	20,580	20,580	20,580	20,580	20,580
589229 PROBATE COURT	58,000	58,000	58,000	58,000	58,000	58,000
589230 PAYMENT TO GOVTL AGENCIES	6,580	4,000	4,000	4,000	4,000	4,000
589246 NATL LEAGUE OF CITIES	9,415	9,415	9,415	9,415	9,415	9,415
589248 US CONFERENCE OF MAYORS	9,181	9,181	9,181	9,181	9,181	9,181
589250 BUSINESS IMPROVEMENT DISTRICT	100,000	100,000	100,000	100,000	100,000	100,000
822005 LEASE PAYMENTS	1,916,653	2,067,939	2,130,890	2,195,946	2,263,180	2,332,667
544003 RENTAL 250 & 260 CONSTITUTION	1,585,468	1,640,959	1,698,393	1,757,836	1,815,361	1,883,038
544004 RENTAL OF OFFICES	159,185	225,500	230,010	234,610	239,302	244,088
544024 COPIER MACHINE	138,000	168,000	168,840	169,684	170,533	171,385
590054 PARKING GARAGE EXPENSES	34,000	33,480	33,647	33,816	33,985	34,155
822006 PAY OUTSIDE AGENCIES & OTHERS	3,852,839	4,646,819	4,699,648	5,722,416	7,245,595	7,269,193
534028 STAFF TRAINING SERVICES	70,000	70,000	70,000	70,000	70,000	70,000
534098 OTHER TECH & PROF SERVICE	55,000	-	-	-	-	-
543000 REPAIRS AND MAINTENANCE	425,000	425,000	427,125	429,261	431,407	433,564
544202 ELECTIONS EXPENSES	181,552	307,024	382,024	389,664	397,458	405,407
554000 ADVERTISING	52,328	50,000	50,250	50,501	50,754	51,008
555098 DOCUMENT CONVERSION	120,000	120,000	120,600	121,203	121,809	122,418
588999 CONTINGENCY FUND	2,327,304	3,079,795	3,042,749	4,042,749	5,542,749	5,542,749
589254 SINGLE AUDIT FIN SVCS	124,000	185,000	188,700	192,474	196,323	200,250
589256 TENS	397,655	410,000	418,200	426,564	435,095	443,797
599060 GOLF ENTERPRISE	100,000	-	-	-	-	-
822007 CLIENT SERVER TECHNOLOGY	170,000	170,000	170,850	171,704	172,563	173,426
534098 OTHER TECH & PROF SERVICE	170,000	170,000	170,850	171,704	172,563	173,426
822008 FUEL UTILITY & TIP FEE PMT	29,025,681	30,256,463	32,141,903	34,159,420	36,280,753	38,551,354
534031 OPERATIONS & MANAGEMENT	59,000	62,600	63,852	65,129	66,432	67,760
534070 CONTRACT CONSULTANT SERV	200,000	200,000	201,000	202,005	203,015	204,030
534098 OTHER TECH & PROF SERVICE	489,000	610,000	613,050	616,115	619,196	622,292
562000 ELECTRICITY	3,430,000	3,465,000	3,638,250	3,820,163	3,972,969	4,131,888
562024 PIPED HEAT & A/C	848,000	865,000	908,250	953,663	1,001,346	1,051,413
562028 FUEL OIL HEATING	2,731	3,700	3,848	3,963	4,082	4,205
562600 PIPED GAS	896,000	898,382	943,301	990,466	1,039,989	1,091,989
562625 GASOLINE	1,163,000	1,210,000	1,246,300	1,283,689	1,322,200	1,361,866
562627 DIESEL FUEL	646,000	658,500	681,548	705,402	730,091	755,644
562923 WATER	2,478,000	2,444,394	2,529,948	2,618,496	2,710,143	2,804,998
566263 FUEL CELL LEASE	273,000	273,000	273,000	273,000	273,000	273,000
589226 METROPOLITAN DISTRICT	13,235,950	14,516,700	15,561,902	16,682,359	17,883,489	19,171,100
590050 OTHER DISPOSAL FEES	1,484,000	1,457,187	1,530,046	1,606,549	1,686,876	1,771,220
590053 TIPPING FEES (CRRRA)	3,821,000	3,592,000	3,947,608	4,338,421	4,767,925	5,239,949
822009 LEGAL EXPENSES AND SETTLEMNTS	3,710,057	3,629,057	3,672,829	3,717,914	3,764,351	3,812,182
534010 LEGAL SERVICES	1,459,057	1,459,057	1,502,829	1,547,914	1,594,351	1,642,182
589371 SETTLEMENTS	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
589372 TAX APPEAL	37,000	75,000	75,000	75,000	75,000	75,000
589373 PY TAX REFUNDS	1,142,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
590040 FEES-CRT RECORD LICEN INS	72,000	95,000	95,000	95,000	95,000	95,000
822013 ADVOCACY	232,236	282,236	282,236	282,236	282,236	282,236
589227 CAP REG COUN OF GOVERN	87,487	87,487	87,487	87,487	87,487	87,487
589245 CCM	84,749	84,749	84,749	84,749	84,749	84,749
589252 LEGISLATIVE SVCS	60,000	110,000	110,000	110,000	110,000	110,000
Grand Total	42,904,927	45,655,397	46,189,363	50,116,505	54,507,197	56,919,600

City of Hartford

FY2022

Monthly Financial Report to the Municipal Accountability Review Board



March 2022
(FY2022 P9)

Meeting date: May 17, 2022

City of Hartford
Budget and Financial Report
to the Municipal Accountability Review Board

FY2022 General Fund Summary	1
Revenue and Expenditure Footnotes	2
Revenue Summary - Major Category	3
Tax Collections	4
Expenditure Summary - Departments	5
Expenditure Summary - Major Category	6
Appendix - Full-time payroll	7

City of Hartford - FY2022 General Fund Financial Report & Projection

5/17/2022

Revenue Category	FY2021 AUDITED ACTUAL	FY2022 ADOPTED BUDGET	FY2022 REVISED BUDGET	FY2021 ACTUAL (MARCH)	FY2022 ACTUAL (MARCH)	FY2022 PROJECTION	VARIANCE (FAV)/UNFAV
41 General Property Taxes ¹	(297,194,132)	(288,722,169)	(288,722,169)	(281,844,433)	(289,956,515)	(294,250,448)	(5,528,279)
42 Licenses & Permits ²	(8,297,671)	(6,166,426)	(6,166,426)	(6,038,797)	(4,498,693)	(6,486,605)	(320,179)
43 Fines Forfeits & Penalties ³	(161,103)	(147,282)	(147,282)	(139,487)	(133,450)	(187,567)	(40,285)
44 Revenue from Money & Property ⁴	(934,157)	(1,222,188)	(1,222,188)	(750,951)	(853,710)	(1,160,936)	61,252
45 Intergovernmental Revenues ^{5 17}	(311,514,107)	(269,161,247)	(280,056,182)	(157,906,971)	(180,319,213)	(279,518,499)	537,683
46 Charges For Services ⁶	(4,289,956)	(3,061,155)	(3,061,155)	(2,722,291)	(3,704,815)	(4,548,300)	(1,487,145)
47 Reimbursements ⁷	(105,682)	(91,869)	(91,869)	(78,050)	(55,229)	(90,053)	1,816
48 Other Revenues ⁸	(193,935)	(193,822)	(193,822)	(177,929)	(212,010)	(222,743)	(28,921)
53 Other Financing Sources ⁹	(10,052,054)	(15,193,000)	(15,193,000)	(2,876,031)	(2,590,113)	(4,443,000)	10,750,000
Total Revenues¹⁸	(632,740,797)	(583,959,158)	(594,854,093)	(452,534,940)	(482,323,749)	(590,908,149)	3,945,944

Expenditure Category	FY2021 AUDITED ACTUAL	FY2022 ADOPTED BUDGET	FY2022 REVISED BUDGET	FY2021 ACTUAL (MARCH)	FY2022 ACTUAL (MARCH)	FY2022 PROJECTION	VARIANCE FAV/(UNFAV)
Payroll ¹⁰	104,442,101	118,818,274	118,895,214	75,910,322	83,005,457	118,776,456	118,758
Benefits ¹¹	85,728,017	97,663,761	78,263,761	64,403,415	50,333,120	77,895,630	368,131
Debt & Other Capital ^{12 17}	110,293,644	11,299,875	42,094,810	4,854,174	35,151,219	42,094,810	-
Library ¹⁶	1,669,020	8,460,590	8,460,590	1,251,765	(2,115,148)	-	8,460,590
Metro Hartford Innovation Services ¹⁶	3,167,436	4,190,683	3,690,683	2,375,577	1,103,604	2,151,273	1,539,410
Utilities ¹³	26,410,398	27,831,450	27,831,450	18,562,322	20,047,576	29,025,681	(1,194,231)
Other Non-Personnel ¹⁴	24,359,578	31,681,251	31,604,311	14,800,374	17,075,705	32,089,831	(485,520)
Education ¹⁵	275,667,573	284,013,274	284,013,274	166,016,234	166,016,234	284,013,274	-
Total Expenditures¹⁸	631,737,767	583,959,158	594,854,093	348,174,183	370,617,767	586,046,955	8,807,138
Revenues and Expenditures incl. Committed and Assigned, Net	(1,003,030)	-	-	(104,360,756)	(111,705,981)	(4,861,194)	

REVENUE FOOTNOTES

- ¹ (1) Cumulative through March, current year tax levy revenues actuals are 3.22% or \$8.65M higher than FY2021 Period 9 (March).
(2) Prior Year Levy collections actuals are tracking favorably by \$665K compared to the FY2021 cumulative through March.
(3) Interest and liens collections actuals are lower by \$772K through March compared to FY2021.
(4) Revenues from subsequent tax lien sales are typically recorded in the 4th quarter of the fiscal year.
- ² The Licenses and Permits revenue category is primarily comprised of building, electrical, mechanical, plumbing permits, and food and milk dealer licenses. This revenue category's actuals are tracking unfavorably by 25.5% or \$1.54M compared to the FY2021 cumulative through March due to several significant permits sold for large projects during FY21 which did not reoccur FY22. This revenue category is projected to be at budget based on known upcoming projects in the City of Hartford.
- ³ The Fines, Forfeits and Penalties revenue line item is primarily comprised of false alarms fines and projected to be slightly higher than the FY2022 budget due to strong collections on false alarms.
- ⁴ Revenue from Money and Property contains lease/rental and short-term investment income. FY2022 actuals are tracking slightly higher than March FY2021 due to increasing park property and other City property rentals in FY2022. This revenue category is projected to be slightly lower than the FY2022 budget.
- ⁵ FY2022 Intergovernmental Revenues YTD primarily reflect the receipts of Education Cost Sharing, Supplemental Car Tax and PILOT revenues from the State. State PILOT increased by approximately \$11M over the original budget. This additional funding was moved to CIP in November 2021 and is in line with the resolution passed in May 2021. Unfavorable projections due in part to lower than anticipated PILOT payments due to COVID.
- ⁶ Charges for Services contains revenues associated with the conveyance tax, transcript/filing of records, and special events. Conveyance tax revenue continues to be strong in FY2022 and is projected to be higher than budget. This revenue line item varies each year with historical actuals ranging from \$2.8M to \$4.3M.
- ⁷ **Reimbursements** (primarily Section 8) largely occur at fiscal year end.
- ⁸ **Other Revenues** will vary year to year based on unanticipated items such as settlements.
- ⁹ Other Financing Sources reflects revenues from Corporate Contribution (1), DoNo Stadium Fund (2), the Parking Authority Fund (3), Special Police Service Fund (4), and other (5).
(1) A Corporate Contribution of \$10M was provided directly to the Hartford Public Library for FY22 to cover the cost of library construction.
(2) Yard Goat Admission Tax is received monthly and is included in the year to date actuals.
(3) The revenue from Hartford Parking Authority is received quarterly.
(4) Revenues from Police Private Duty are posted quarterly and are projected to have a shortfall of approximately \$750K as of March 2022 due to higher costs associated with Private Duty and fewer contracts than anticipated.
(5) Other revenues are projected to be \$0.

EXPENDITURE FOOTNOTES

- ¹⁰ Payroll (FT, PT, OT and Holiday) is projected to be net favorable by \$119K. The methodology of the full-time payroll projection (detailed in the appendix) reflects 34.4 weeks of actual payroll expenses with 17.8 weeks remaining. Vacancies are assumed to be refilled with 13.8 weeks remaining in the fiscal year. Vacancy and attrition savings of \$8.02M and \$137K of favorability in Holiday Pay is offset by a projected shortfall of \$7.42M in OT and \$619K in PT. City-wide FY2022 budgeted attrition has been increased by \$1.77M from FY2021. Payroll will continue to be monitored throughout the fiscal year.
- ¹¹ Benefits and Insurances is projected to be net favorable due to health claims, Social Security and various insurance premiums. A budget transfer of \$19.40M from Benefits to Debt Service will fund capital needs. American Rescue Plan resources will fund actual benefit expenditures, as needed, in FY2022.
- ¹² The FY2022 Adopted Budget for Debt & Other Capital are comprised of \$4.65M for Downtown North principal and interest, \$107K for a Grant in Lieu of Taxes payment, \$116K for Clean Water loan principal and interest and \$6.43M for Pay-As-You-Go CapEx. In addition, there have been budget increases of \$10.89M for a mid-FY2022 increase for Payment in Lieu of Taxes, \$19.40M transferred from Benefits and Insurances and \$500K transferred from MHIS for a grand total of \$42.09M.
- ¹³ Utilities are projected to be net unfavorable due to water, tipping fees and fuel.
- ¹⁴ Other Non-Personnel is unfavorable due to tax refunds, offset by audit services and leases.
- ¹⁵ Education YTD actuals reflect 9 months of the City's tax supported payment of \$96M and two payment from the State of Connecticut. The \$188M ECS will be recorded as the State allocation is received.
- ¹⁶ The American Rescue Plan will fund \$8.46M of Library expenditures and \$2.04M of MHIS expenditures. Actual expenditures have been adjusted. A budget transfer will occur for related expenditures and revenues.
- ¹⁷ Under the executed Contract Assistance agreement, \$54.68M of General Obligation debt service payments are made on the City's behalf by the State of Connecticut in FY2022. Consistent with GAAP rules, the contract assistance payments are recorded as donated capital revenue. The debt service expenditures are recorded in the ledger in the Debt Service line item to properly reflect the retirement of debt. This unbudgeted debt expense is offset by contract assistance revenue, together of which nets to zero.
- ¹⁸ The City's financial system (Munis) reflects revenues as negative values (credits) and expenditures as positive values. A negative variance for revenues is favorable. A positive variance for revenues is unfavorable.

Revenue Summary - Major Category

	FY2021 AUDITED ACTUAL	FY2022 ADOPTED BUDGET	FY2022 REVISED BUDGET	FY2021 ACTUAL (MARCH)	FY2022 ACTUAL (MARCH)
41-TAXES	(297,194,132)	(288,722,169)	(288,722,169)	(281,844,433)	(289,956,515)
CURRENT YEAR TAX LEVY	(276,333,498)	(279,792,169)	(279,792,169)	(268,795,850)	(277,444,394)
INTEREST AND LIENS	(7,090,212)	(3,800,000)	(3,800,000)	(4,578,154)	(3,806,050)
PRIOR YEAR LEVIES	(12,539,248)	(4,580,000)	(4,580,000)	(7,587,245)	(8,252,854)
TAX LIEN SALES	(273,643)	(450,000)	(450,000)	-	(187,912)
OTHER	(957,531)	(100,000)	(100,000)	(883,185)	(265,304)
42-LICENSES AND PERMITS	(8,297,671)	(6,166,426)	(6,166,426)	(6,038,797)	(4,498,693)
BUILDING PERMITS	(4,951,690)	(3,614,100)	(3,614,100)	(3,571,622)	(2,287,063)
ELECTRICAL PERMITS	(1,125,842)	(797,665)	(797,665)	(864,292)	(609,990)
FOOD & MILK DEALER LICENSES	(201,975)	(135,000)	(135,000)	(93,494)	(200,209)
MECHANICAL PERMITS	(860,754)	(800,000)	(800,000)	(731,514)	(487,360)
PLUMBING PERMITS	(571,975)	(337,846)	(337,846)	(376,615)	(281,370)
OTHER	(585,435)	(481,815)	(481,815)	(401,260)	(632,701)
43-FINES FORFEITS AND PENALTIES	(161,103)	(147,282)	(147,282)	(139,487)	(133,450)
FALSE ALARM CITATIONS-POL&FIRE	(157,179)	(138,000)	(138,000)	(138,002)	(114,409)
LAPSED LICENSE/LATE FEE	-	(7,100)	(7,100)	100	(10,375)
OTHER	(3,924)	(2,182)	(2,182)	(1,585)	(8,666)
44-INTEREST AND RENTAL INCOME	(934,157)	(1,222,188)	(1,222,188)	(750,951)	(853,710)
BILLINGS FORGE	(15,538)	(20,428)	(20,428)	(10,068)	(17,000)
CT CENTER FOR PERFORM ART	(54,167)	(50,000)	(50,000)	(41,667)	(37,500)
INTEREST	(240,486)	(248,000)	(248,000)	(192,851)	(223,557)
RENT OF PROP-ALL OTHER	(92,901)	(118,108)	(118,108)	(70,167)	(65,277)
RENTAL OF PARK PROPERTY	(22,100)	(72,565)	(72,565)	(8,075)	(24,130)
RENTAL OF PARKING LOTS	-	(600)	(600)	-	(26,021)
RENTAL OF PROP-FLOOD COMM	(85,320)	(148,560)	(148,560)	(67,920)	(89,400)
RENTAL-525 MAIN STREET	(35,605)	(21,094)	(21,094)	(28,416)	(31,662)
RENTS FROM TENANTS	(191,437)	(115,320)	(115,320)	(154,037)	(123,357)
SHEPHERD PARK	(132,996)	(234,393)	(234,393)	(132,996)	-
THE RICHARDSON BUILDING	(27,463)	(156,976)	(156,976)	(8,609)	(68,690)
UNDERWOOD TOWER PILOT	(36,144)	(36,144)	(36,144)	(36,144)	(36,144)
45-INTERGOVERNMENTAL	(311,514,107)	(269,161,247)	(280,056,182)	(157,906,971)	(180,319,213)
MUNICIPAL AID	(251,311,079)	(254,029,155)	(264,924,090)	(156,577,043)	(167,470,091)
CAR TAX SUPPL MRSF REV SHARING	(11,344,984)	(11,344,984)	(11,344,984)	(11,344,984)	(11,344,984)
EDUCATION COST SHARING	(185,256,814)	(187,974,890)	(187,974,890)	(93,987,446)	(93,987,446)
HIGHWAY GRANT	(1,188,254)	(1,188,254)	(1,188,254)	(1,188,254)	(1,186,368)
MASHANTUCKET PEQUOT FUND	(6,136,523)	(6,136,523)	(6,136,523)	(4,091,015)	(4,091,015)
MRSA BONDED DISTRIBUTION GRANT	(1,419,161)	(1,419,161)	(1,419,161)	-	-
MRSF SELECT PILOT	(12,422,113)	(12,422,113)	(12,422,113)	(12,422,113)	(12,422,113)
MUNICIPAL STABILIZATION GRANT	(3,370,519)	(3,370,519)	(3,370,519)	(3,370,519)	(3,370,519)
PRIV TAX EXEMPT PROPERTY	(20,009,758)	(20,009,758)	(30,904,693)	(20,009,758)	(30,904,693)
STATE OWNED PROPERTY	(10,162,953)	(10,162,953)	(10,162,953)	(10,162,953)	(10,162,953)
OTHER MUNICIPAL AID	(56,314,629)	-	-	-	-
STATE CONTRACT ASSISTANCE	(56,314,629)	-	-	-	-
OTHER STATE REVENUES	(91,351)	(11,210,168)	(11,210,168)	(71,294)	(11,195,538)
DISTRESSED MUNICIPALITIES	(4,582)	(11,114,995)	(11,114,995)	(4,582)	(11,114,995)
JUDICIAL BRANCH REV DISTRIB.	(62,253)	(66,947)	(66,947)	(42,197)	(62,116)
VETERANS EXEMPTIONS	(24,516)	(28,226)	(28,226)	(24,516)	(18,427)
PILOTS, MIRA & OTHER INTERGOVERNMENTAL	(3,793,853)	(3,918,624)	(3,918,624)	(1,255,440)	(1,653,184)
CRRA - PILOT	-	-	-	-	-
DISABIL EXEMPT-SOC SEC	(6,417)	(9,881)	(9,881)	(6,417)	(7,148)
GR REC TAX-PARI MUTUEL	(165,714)	(227,868)	(227,868)	(112,760)	(127,351)
HEALTH&WELFARE-PRIV SCH	(55,215)	(61,366)	(61,366)	(55,215)	(56,245)
MATERIALS INNOVATION RECYCLING	(1,500,000)	(1,500,000)	(1,500,000)	-	-
PHONE ACCESS LN TAX SH	(563,470)	(562,817)	(562,817)	(60,515)	(377,824)
PILOT CHURCH HOMES INC	(126,131)	(126,872)	(126,872)	(126,131)	(126,512)
PILOT FOR CT CTR FOR PERF	-	(357,056)	(357,056)	-	(273,269)
PILOT FOR HARTFORD 21	(500,000)	(500,000)	(500,000)	(250,000)	(500,000)
PILOT HARTFORD HILTON	(232,505)	-	-	-	(46,501)
PILOT HARTFORD MARRIOTT	(624,401)	(552,764)	(552,764)	(624,401)	(113,335)
PILOT TRINITY COLLEGE	(20,000)	(20,000)	(20,000)	(20,000)	(25,000)
OTHER	(3,194)	(3,300)	(3,300)	(3,194)	(400)
STATE REIMBURSEMENTS	(3,194)	(3,300)	(3,300)	(3,194)	(400)
46-CHARGES FOR SERVICES	(4,289,956)	(3,061,155)	(3,061,155)	(2,722,291)	(3,704,815)
CONVEYANCE TAX	(2,023,007)	(1,240,916)	(1,240,916)	(1,462,283)	(1,916,803)
FILING RECORD-CERTIF FEES	(337,475)	(300,000)	(300,000)	(240,518)	(343,858)
TRANSCRIPT OF RECORDS	(803,438)	(821,151)	(821,151)	(594,233)	(654,341)
OTHER	(1,126,037)	(699,088)	(699,088)	(425,257)	(789,813)
47-REIMBURSEMENTS	(105,682)	(91,869)	(91,869)	(78,050)	(55,229)
ADVERTISING LOST DOGS	(623)	(453)	(453)	(443)	(358)
ATM REIMBURSEMENT	-	(721)	(721)	-	-
DOG ACCT-SALARY OF WARDEN	(2,105)	(2,600)	(2,600)	-	-
OTHER REIMBURSEMENTS	-	(1,000)	(1,000)	-	-
REIMB FOR MEDICAID SERVICES	(12,753)	-	-	(12,753)	-
SECTION 8 MONITORING	(83,657)	(83,890)	(83,890)	(58,560)	(54,171)
OTHER	(6,544)	(3,205)	(3,205)	(6,294)	(700)
48-OTHER REVENUES	(191,935)	(193,822)	(193,822)	(177,929)	(212,010)
MISCELLANEOUS REVENUE	(182,881)	(170,962)	(170,962)	(172,377)	(99,266)
OVER & SHORT ACCOUNT	(169)	(737)	(737)	(168)	(155)
SALE CITY SURPLUS EQUIP	(515)	-	-	(515)	-
SALE OF DOGS	(6,351)	(5,993)	(5,993)	(4,842)	(5,223)
SETTLEMENTS - OTHER	-	(3,000)	(3,000)	-	(3,002)
OTHER	(2,019)	(13,130)	(13,130)	(27)	(104,364)
53-OTHER FINANCING SOURCES	(10,052,054)	(15,193,000)	(15,193,000)	(2,876,031)	(2,590,113)
CORPORATE CONTRIBUTION	(3,333,333)	(10,000,000)	(10,000,000)	-	-
DOWNTOWN NORTH (DONO)	(621,710)	(395,000)	(395,000)	-	(301,855)
REVENUE FROM HTFD PKG AUTHY	(1,942,610)	(2,048,000)	(2,048,000)	(899,888)	(1,434,857)
SPECIAL POLICE SERVICES	(4,154,401)	(2,750,000)	(2,750,000)	(1,976,143)	(853,401)
Grand Total	(632,740,798)	(583,959,158)	(594,854,093)	(452,534,940)	(482,323,749)

CITY OF HARTFORD
PROPERTY TAX COLLECTIONS REPORT FOR FY21 AND FY22
PROPERTY TAX COLLECTION REPORT THROUGH MARCH 31, 2022

Month	Current Year Taxes		Prior Year Taxes		Interest		Liens Sales		Total Collections	
	Actual FY 21	Actual FY 22	Actual FY 21	Actual FY 22	Actual FY 21	Actual FY 22	Actual FY 21	Actual FY 22	FY 21	FY 22
July	91,265,549	100,781,340 ¹	113,251	962,504 ²	496,088	292,231 ¹	-	-	91,874,888	102,036,074 ¹
August	47,619,102	43,818,629 ¹	1,035,620	1,660,552 ¹	492,040	406,382 ¹	-	-	49,146,762	45,885,563 ¹
September	3,597,283	2,354,099 ³	1,035,675	1,234,241 ³	461,078	660,811 ³	-	-	5,094,036	4,249,151 ³
October	2,548,895	1,620,537 ⁴	1,130,119	786,197 ⁴	490,655	358,588 ⁴	-	-	4,169,669	2,765,323 ⁴
November	1,301,195	2,414,141 ⁵	1,438,745	567,061 ⁵	891,410	289,710 ⁵	13,090	187,912 ⁶	3,644,440	3,458,824 ⁵
December	14,009,256	20,209,585 ⁷	440,158	655,480 ⁷	305,344	322,547	(13,090)	-	14,741,667	21,187,611 ⁷
January	82,675,244	80,054,887 ⁷	616,190	1,026,226 ^{7,8}	352,382	545,976 ^{7,8}	-	-	83,643,816	81,627,089 ^{7,8}
February	18,490,419	22,815,794 ^{7,9}	570,470	383,975 ^{7,9}	304,306	352,041	-	-	19,365,194	23,551,810 ⁷
March	7,288,908	3,375,384 ^{7,9}	1,207,018	976,618 ^{7,9}	784,851	577,764 ^{7,9}	-	-	9,280,777	4,929,766 ^{7,9}
April	4,035,237		668,671		533,097		-	-	5,237,005	-
May	1,415,861		501,771		352,426		-	-	2,270,058	-
June	2,139,405		2,340,309		1,618,210		273,643	-	6,371,567	-
Total Collections	276,386,353	277,444,394	11,097,997	8,252,854	7,081,886	3,806,050	273,643	187,912	294,839,879	289,691,211
60 Day Collections			1,393,206		-		-		1,393,206	-
Reclass -- Year End entries	(52,855)		48,045		8,326		-		3,515	-
Adjusted Total Collections	276,333,498	277,444,394	12,539,248	8,252,854	7,090,212	3,806,050	273,643	187,912	296,236,601	289,691,211
	Current Year Taxes		Prior Year Taxes		Interest		Liens Sales		Total Collections	
	FY 21	FY 22	FY 21	FY 22	FY 21	FY 22	FY 21	FY 22	FY 21	FY 22
Total Budget	272,347,014	279,792,169	5,270,000	4,580,000	3,800,000	3,800,000	480,000	450,000	281,897,014	288,622,169
Total current levy (GL 2020) new bills	292,707,724	300,570,922	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Collections through MARCH	268,795,850	277,444,394	7,587,245	8,252,854	4,578,154	3,806,050	-	187,912	280,961,248	289,691,211
Outstanding Receivable at 03/31	17,981,157	16,916,969	50,042,515	44,639,855	n/a	n/a	n/a	n/a	n/a	n/a
Timing Adjustment from bridging QDS to Munis		6,209,559								
% of Budget Collected	98.70%	99.16%	143.97%	180.19%	120.48%	100.16%	0.00%	41.76%	99.67%	100.37%
% of Adjusted Levy Collected	91.83%	92.31%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Mill Rate Real Estate	74.29	74.29								
Mill Rate Personal Property	74.29	74.29								
Mill Rate Motor Vehicle	45	45								

¹ FY22 P1- Current Year Tax collections exceeds prior year due to timing. Several top payers paid in July this year but in August last year. YtY records showed over in July & under in August for FY22.

² The lower balance of FY21 Prior Year's Tax collections was a result of \$1.376M credit adjustments from tax appeals (Walmart, Capital dist, West Service LLC).

³ FY22 continues to result in increased collections, primarily due to timing and increased assessments.

⁴ FY21's first installment due date was extended to Oct 1st due to the Governor's Executive Order while FY22's due date was Aug 2nd.

⁵ Tax Deed Sales of \$1,573k was included in FY21's PY collections. No tax deed sales in FY22.

⁶ This lien sale is from the foreclosure of property sold to Express Kitchen by the Department of Development Services.

⁷ Significant increase in December collections is due to timing of 2nd installment payments that were made in January in prior year.

⁸ PY tax and interest collections increase is mainly due to several older delinquencies collected in January FY22.

⁹ February's collections in FY22 is more favorable than FY21 because of timing; some large payments collected in 02/2022 were paid either in 01/2021 or 03 & 04/2021.

Expenditure Summary - Departments

	FY2021 AUDITED ACTUAL	FY2022 ADOPTED BUDGET	FY2022 REVISED BUDGET	FY2021 ACTUAL (MARCH)	FY2022 ACTUAL (MARCH)	FY2022 PROJECTION	VARIANCE FAV/(UNFAV)
00111 MAYOR'S OFFICE	508,824	743,420	743,420	374,618	425,187	666,270	77,150
00112 COURT OF COMMON COUNCIL	625,715	820,068	820,068	396,836	460,311	805,712	14,356
00113 TREASURER	401,919	465,316	465,316	250,850	282,107	437,309	28,007
00114 REGISTRARS OF VOTERS	665,592	475,065	627,902	545,753	379,948	598,884	29,018
00116 CORPORATION COUNSEL	1,229,586	1,558,048	1,558,048	857,346	882,183	1,407,327	150,721
00117 TOWN & CITY CLERK	754,740	842,154	842,154	495,996	461,073	778,518	63,636
00118 INTERNAL AUDIT ¹	473,007	510,567	510,567	338,099	343,614	523,774	(13,207)
00119 CHIEF OPERATING OFFICER	1,247,429	1,646,987	1,646,987	856,344	993,386	1,440,573	206,414
00122 METRO HARTFORD INNOVATION SERV ⁸	3,167,436	4,190,683	3,690,683	2,375,577	1,103,604	2,151,273	1,539,410
00123 FINANCE	3,300,056	3,758,757	3,758,757	2,215,841	2,180,727	3,481,240	277,517
00125 HUMAN RESOURCES	1,397,749	1,730,419	1,730,419	896,154	930,882	1,495,367	235,052
00128 OFFICE OF MANAGEMENT & BUDGET	1,086,146	1,252,452	1,252,452	783,911	744,233	1,201,365	51,087
00132 FAMILIES, CHILDREN, YOUTH & RECREATION ²	3,181,759	3,690,893	3,690,893	2,282,918	2,767,108	3,834,175	(143,282)
00211 FIRE ³	33,922,286	37,658,924	37,658,924	24,220,311	27,759,937	39,424,860	(1,765,936)
00212 POLICE ⁴	42,357,774	48,274,513	48,274,513	31,687,969	34,696,665	48,571,543	(297,030)
00213 EMERGENCY SERVICES & TELECOMM.	3,759,888	4,027,832	4,027,832	2,849,564	2,641,624	3,942,488	85,344
00311 PUBLIC WORKS	14,998,284	17,933,864	17,933,864	10,127,270	12,115,560	17,863,438	70,426
00420 DEVELOPMENT SERVICES	3,856,221	5,975,888	5,975,888	2,676,888	2,889,963	5,556,255	419,633
00520 HEALTH AND HUMAN SERVICES	3,547,405	5,587,795	5,587,795	1,897,578	2,292,573	4,957,946	629,849
00711 EDUCATION	275,667,573	284,013,274	284,013,274	166,016,234	166,016,234	284,013,274	0
00721 HARTFORD PUBLIC LIBRARY ⁸	1,669,020	8,460,590	8,460,590	1,251,765	(2,115,148)	0	8,460,590
00820 BENEFITS & INSURANCES ⁵	85,728,017	97,663,761	78,263,761	64,403,415	50,333,120	77,895,630	368,131
00821 DEBT SERVICE ⁶	110,293,644	11,299,875	42,094,810	4,854,174	35,151,219	42,094,810	0
00822 NON OP DEPT EXPENDITURES ⁷	37,897,696	41,378,013	41,225,176	25,518,770	26,881,658	42,904,927	(1,679,751)
Grand Total	631,737,767	583,959,158	594,854,093	348,174,183	370,617,767	586,046,955	8,807,138

¹ Centrally budgeted increases for Unclassified, Non-union and Hartford Municipal Employee Association employees are realized in departmental budgets; adjustments at year end, if needed, will occur.

² Families, Children, Youth and Recreation is projected to be unfavorable due to seasonal overtime.

³ Fire is projected to be unfavorable due to overtime.

⁴ Police is projected to be unfavorable due to overtime.

⁵ Benefits and Insurances is projected to be net favorable due to health claims, Social Security and various insurance premiums. A budget transfer of \$19.40M from Benefits to Debt Service will fund capital needs. American Rescue Plan resources will fund actual benefit expenditures, as needed, in FY2022.

⁶ The FY2022 Adopted Budget for Debt & Other Capital are comprised of \$4.65M for Downtown North principal and interest, \$107K for a Grant in Lieu of Taxes payment, \$116K for Clean Water loan principal and interest and \$6.43M for Pay-As-You-Go CapEx. In addition, there have been budget increases of \$10.89M for a mid-FY2022 increase for Payment in Lieu of Taxes, \$19.40M transferred from Benefits and Insurances and \$500K transferred from MHIS for a grand total of \$42.09M.

⁷ Non Operating is projected to be net unfavorable due to tax refunds, water, tipping fees and fuel.

⁸ The American Rescue Plan will fund \$8.46M of Library expenditures and \$2.04M of MHIS expenditures. Actual expenditures have been adjusted. A budget transfer will occur for related expenditures and revenues.

Expenditure Summary - Major Expenditure Category

	FY2021 AUDITED ACTUAL	FY2022 ADOPTED BUDGET	FY2022 REVISED BUDGET	FY2021 ACTUAL (MARCH)	FY2022 ACTUAL (MARCH)	FY2022 PROJECTION	VARIANCE FAV/(UNFAV)
PAYROLL	104,442,101	118,818,274	118,895,214	75,910,322	83,005,457	118,776,456	118,758
FT ¹	86,842,645	102,082,659	102,057,659	61,011,705	63,970,327	94,032,917	8,024,742
HOL ¹	2,359,957	2,494,938	2,494,938	1,998,143	1,890,854	2,357,702	137,236
OT ¹	12,980,244	12,751,927	12,751,927	11,032,992	15,223,789	20,176,533	(7,424,606)
PT ¹	2,259,254	1,488,750	1,590,690	1,867,483	1,920,487	2,209,303	(618,613)
BENEFITS	85,728,017	97,663,761	78,263,761	64,403,415	50,333,120	77,895,630	368,131
HEALTH ²	29,410,101	35,436,437	16,036,437	20,511,944	3,187,167	15,486,437	550,000
MITIGATION ³	0	(1,000,000)	(1,000,000)	0	0	0	(1,000,000)
PENSION ⁴	46,952,383	51,406,956	51,406,956	35,161,668	38,373,423	51,443,246	(36,290)
INSURANCE ¹³	4,195,055	4,595,305	4,595,305	3,878,569	3,908,121	4,395,305	200,000
FRINGE REIMBURSEMENTS	(3,920,589)	(3,236,631)	(3,236,631)	(2,527,835)	(1,668,781)	(3,236,631)	0
LIFE INSURANCE ⁵	225,568	164,970	164,970	176,615	174,049	231,987	(67,017)
OTHER BENEFITS ¹⁴	4,256,234	4,741,536	4,741,536	3,112,139	2,583,829	4,541,536	200,000
WAGE ⁶	0	521,438	521,438	0	0	0	521,438
WORKERS COMP	4,609,265	5,033,750	5,033,750	4,090,316	3,775,312	5,033,750	0
DEBT	110,293,644	11,299,875	42,094,810	4,854,174	35,151,219	42,094,810	0
DEBT	110,293,644	11,299,875	42,094,810	4,854,174	35,151,219	42,094,810	0
LIBRARY	1,669,020	8,460,590	8,460,590	1,251,765	(2,115,148)	0	8,460,590
LIBRARY ¹²	1,669,020	8,460,590	8,460,590	1,251,765	(2,115,148)	0	8,460,590
MHIS	3,167,436	4,190,683	3,690,683	2,375,577	1,103,604	2,151,273	1,539,410
MHIS ¹²	3,167,436	4,190,683	3,690,683	2,375,577	1,103,604	2,151,273	1,539,410
UTILITY	26,410,398	27,831,450	27,831,450	18,562,322	20,047,576	29,025,681	(1,194,231)
UTILITY ⁷	26,410,398	27,831,450	27,831,450	18,562,322	20,047,576	29,025,681	(1,194,231)
OTHER	24,359,578	31,681,251	31,604,311	14,800,374	17,075,705	32,089,831	(485,520)
COMMUNITY ACTIVITIES	2,374,940	2,681,989	2,686,989	1,489,645	1,789,866	2,686,989	0
CONTINGENCY	274,423	2,426,847	2,327,304	227,289	107,674	2,327,304	0
CONTRACTED SERVICES	4,510,828	5,543,031	5,611,647	2,937,616	3,381,881	5,611,647	0
ELECTIONS	0	334,389	181,552	0	0	181,552	0
GOVT AGENCY & OTHER ¹¹	46,683	29,145	38,560	33,404	45,140	45,140	(6,580)
LEASES - OFFICES PARKING COPIER ⁸	1,544,001	2,010,368	2,010,368	1,305,307	1,323,728	1,941,653	68,715
LEGAL EXPENSES & SETTLEMENTS	2,477,923	2,474,557	2,474,557	1,007,938	1,343,786	2,474,557	0
OTHER ⁹	2,663,736	5,271,759	5,292,964	1,439,331	2,677,128	5,895,619	(602,655)
OUT AGENCY	0	100,000	100,000	0	50,000	100,000	0
POSTAGE	189,296	200,000	200,000	171,679	225,000	200,000	0
SUPPLY	3,447,111	4,185,888	4,221,570	2,073,749	2,622,420	4,221,570	0
TECH, PROF & COMM BASED SERVICES ¹⁰	2,548,977	3,307,818	3,343,340	1,607,488	1,693,222	3,288,340	55,000
VEHICLE & EQUIP	4,281,659	3,115,460	3,115,460	2,506,927	1,815,861	3,115,460	0
EDUCATION	275,667,573	284,013,274	284,013,274	166,016,234	166,016,234	284,013,274	0
EDUCATION	275,667,573	284,013,274	284,013,274	166,016,234	166,016,234	284,013,274	0
Grand Total	631,737,767	583,959,158	594,854,093	348,174,183	370,617,767	586,046,955	8,807,138

¹ Payroll (FT, PT, OT and Holiday) is projected to be net favorable by \$119K. The methodology of the full-time payroll projection (detailed in the appendix) reflects 34.4 weeks of actual payroll expenses with 17.8 weeks remaining. Vacancies are assumed to be refilled with 13.8 weeks remaining in the fiscal year. Vacancy and attrition savings of \$8.02M and \$137K of favorability in Holiday Pay is offset by a projected shortfall of \$7.42M in OT and \$619K in PT. City-wide FY2022 budgeted attrition has been increased by \$1.77M from FY2021. Payroll will continue to be monitored throughout the fiscal year.

² Health is favorable due to the trend in health claims and lower health waiver expenditures.

³ Mitigation of \$1.0M reflects non-Public Safety budgeted attrition and vacancy savings. The Police and Fire department respectively include \$2.78M and \$596K in budgeted attrition and vacancy savings. In total, \$4.38M is budgeted for attrition city-wide.

⁴ Pension is unfavorable due to the trend in plan for new, non-bargaining hires.

⁵ Life Insurance is unfavorable due to the cost trend.

⁶ The FY2022 Adopted Budget includes centralized salary increases. Approved salary increase for Unclassified, Non-union, City of Hartford Professional Employees Association (CHPEA) and Hartford Municipal Employee Association (HMEA) positions are favorable in benefits and are realized in full-time payroll.

⁷ Utilities are projected to be net unfavorable due to water, tipping fees and fuel.

⁸ Leases is net favorable due to lower rental costs for a health facility.

⁹ Other is net unfavorable due to higher tax refunds.

¹⁰ Tech, Prof and Comm based services are favorable due to projected audit services.

¹¹ Govt. Agency is unfavorable due to a maintenance payment for a skate park.

¹² The American Rescue Plan will fund \$8.46M of Library expenditures and \$2.04M of MHIS expenditures. Actual expenditures have been adjusted. A budget transfer will occur for related expenditures and revenues.

¹³ Insurance is favorable due to lower than anticipated costs for various insurance premiums.

¹⁴ Other Benefits are favorable due to the trend in Social Security costs.

Appendix

FY2022 Full-time Payroll Projection (through March) as of 3/5/22

DEPARTMENTS	BUDGETED HC	BUDGETED ANNUAL AMOUNT (REV)	YTD THRU CHECK ISSUE 3/5 (34.4 WEEKS)	PROJECTION (17.8 WEEKS)	YTD THRU 3/5 PLUS PROJECTION (17.8 WEEKS)	REMAINING ESTIMATED STEPS	PROJECTION	VARIANCE (BUDGETED ANNUAL AMOUNT - PROJECTION)
111-Mayor	8	707,172	382,953	244,498	627,451	0	627,451	79,721
112-CCC	9	472,811	226,668	170,661	397,330	0	397,330	75,481
113- Treas	9	379,361	206,911	142,901	349,811	1,542	351,354	28,007
114- ROV	7	341,446	219,423	121,598	341,021	210	341,231	215
116-Corp Counsel	15	1,424,868	793,749	480,847	1,274,597	0	1,274,597	150,271
117- Clerk	11	704,760	375,883	250,773	626,656	2,718	629,374	75,386
118-Audit	5	485,894	321,432	177,493	498,926	0	498,926	(13,032)
119-COO	17	1,304,258	629,675	440,343	1,070,019	0	1,070,019	234,239
123- FIN	45	3,423,394	1,830,846	1,230,450	3,061,296	14,528	3,075,824	347,570
125- HR	16	1,135,124	486,057	388,448	874,505	767	875,272	259,852
128-OMBG	13	1,144,372	669,150	409,989	1,079,139	2,426	1,081,565	62,807
132-FCYR	15	1,053,394	663,025	420,713	1,083,738	2,854	1,086,592	(33,198)
211- Fire	366	30,386,038	18,477,771	10,130,562	28,608,333	105,158	28,713,492	1,672,546
212- Police	512	41,412,614	22,711,225	12,061,684	34,772,908	226,467	34,999,375	6,413,239
213- EST	51	3,157,864	1,498,909	1,100,864	2,599,773	13,751	2,613,524	544,340
311- DPW	211	10,941,073	6,586,567	3,766,039	10,352,605	46,946	10,399,551	541,522
420- Devel Serv	61	4,436,749	2,348,224	1,570,160	3,918,384	25,044	3,943,428	493,321
520- HHS	37	2,455,695	910,257	806,242	1,716,499	17,603	1,734,102	721,593
Grand Total	1,408	105,366,887	59,338,725	33,914,265	93,252,990	460,014	93,713,004	11,653,883

FT- Fire Attrition	(595,684)	FT- Fire Attrition	(595,684)
FT- Police Attrition	(2,781,839)	FT- Police Attrition	(2,781,839)
FT- Development Serv. Attrition	(20,000)	FT- Development Serv. Attriti	(20,000)
FT- Net other payroll	88,295	FT- Net other payroll	(231,618)
FT- Total Revised Budget	<u>102,057,659</u>	FT- Subtotal Variance	<u>8,024,742</u>
		Non-Sworn Attrition (in Bene	<u>(1,000,000)</u>
		Total Variance	<u>7,024,742</u>

- Assumptions
- 1) Analysis is based on year-to-date actuals from check date 3/5/22, which includes 34.4 pay periods, and projects filled positions for 17.8 future weeks.
 - 2) Non-sworn vacancies are projected for 13.8 future weeks.
 - 3) Adopted head count is 1425 with 17 MHIS positions funded in the MHIS internal service fund.
 - 4) Audit and FCYR are projected unfavorable due to planned city-wide increases for Non-union, Unclassified and Hartford Municipal Employee Association employees being budget centrally in FY2022. Budget funding for these increases will be transferred, as needed, at year end.



MEMO

From: Phillip J. Penn 
To: Dr. Leslie Torres-Rodriguez
Date: May 4, 2022
Re: March 2022 Financial Results

Attached please find our year to date financial results through Period 9 (the month ended March 31, 2022).

The District ended the third fiscal quarter on solid financial footing. Expenditures across all funds totaled \$260.4 million at March 31, up from \$219.4 million at the end of February. The \$41 million sequential increase was mostly in our General Fund (\$23.2 million). Special Funds (grant) expenditures rose \$17.8 million from the prior month, with the majority of the increase in State grants (Alliance and Magnet School Operating in particular).

Most of the spending increase in the General Fund was in certified and non-certified salaries, transportation and tuition. Ongoing vacancies continue to drive surpluses in our salary and fringe benefit accounts. Over the past month, we have worked closely with the District leadership team to identify one-time expenditures in the General Fund. These include a year-end incentive for all staff below the cabinet level; a purchase of digital-capable radios for our school security officers; extensive building maintenance in nearly every school; and retro pay for recently settled contracts, among other things.

Encumbrances were \$69.0 million at the end of March, down \$2.6 million from the end of February. Approximately 1,200 new requisitions were submitted immediately prior to our March 31 cut-off, and the Finance team has been working to ensure the requisitions are converted to purchase orders on a timely basis. Out of the 1,200, approximately 100 remain, with the majority of those placed on hold for various reasons (the most common of which is the need for additional documentation for compliance with our procurement policies).

With 12 weeks remaining in the 2021-22 fiscal year, we have pivoted to year-end closeout activities, and will remain in that mode until our annual financial filings with CSDE are completed at the end of August.

If you have any questions regarding our current financial position or the above information, please let me know.



All Funds Budget
 Financial Position Report as of 5/2/2022
 For: 7/1/2021 to 3/31/2022 Period: 1 to 9



Description	Series	FY 2021-22 Adopted Budget	FY 2021-22 Adjusted Budget	Year To Date Expenditures	Year To Date Encumb/ Commitment	Balance
Certified Salaries	100	151,494,542	159,692,784	86,929,136	-	72,763,649
Severance/Other	199	1,215,000	4,063,889	395,866	-	3,668,023
Certified Salaries Total		152,709,542	163,756,673	87,325,002	-	76,431,671
Non Cert Salaries	200	60,090,162	62,367,367	36,906,638	-	25,460,729
Severance/Other	299	383,498	683,498	533,230	-	150,268
Non Certified Salaries Total		60,473,660	63,050,865	37,439,869	-	25,610,997
Instructional Improvements	322	3,491,938	17,753,980	5,558,955	8,204,960	3,990,066
Professional Services	333	3,032,915	7,871,911	4,144,714	1,640,123	2,105,379
MHIS/IT Services	335	3,075,236	3,075,236	2,306,427	-	768,809
Professional Contracts & Svs		9,600,089	28,701,128	12,010,096	9,845,082	6,864,253
Maint Supplies & Services	442	384,500	384,500	242,281	143,205	(987)
Maintenance Contracts	443	3,455,670	3,914,573	2,674,487	845,796	409,953
Rental - Equip & Facilities	444	2,232,613	2,315,339	1,100,049	91,806	1,123,484
Building Improvements	445	612,900	2,088,826	(10,189)	208,044	2,183,719
Purchased Property Services		6,685,683	8,703,239	4,006,628	1,288,851	3,716,170
Transportation	551	21,513,932	23,068,021	15,870,741	3,729,248	3,468,032
Communications	553	1,342,435	4,540,611	2,935,696	559,189	1,045,725
Advertising	554	256,606	309,869	227,089	52,317	30,463
Printing & Binding	555	91,950	101,551	12,031	275	89,245
Tuition	556	100,998,020	101,747,846	39,950,946	48,794,832	15,981,639
Travel & Conferences	558	171,239	117,442	33,614	700	83,129
Misc Services	559	1,819,359	2,063,300	381,450	82,898	1,598,952
Systemwide Purchased Svs Total		126,193,541	131,948,640	59,411,567	53,219,460	22,297,186
Instructional & Other Supplies	610	5,075,451	8,929,666	3,535,863	1,523,895	3,897,373
Utilities	620	8,246,853	9,359,013	6,508,394	2,102,866	747,753
Text & Library Books	640	113,879	159,011	59,591	10,234	89,186
Misc Supplies	690	836,668	4,877,801	1,285,538	376,413	3,224,755
Supplies & Materials Total		14,272,851	23,325,490	11,389,386	4,013,407	7,959,067
Equipment	730	1,382,609	6,201,169	1,177,183	543,424	4,480,562
Outlay Total		1,382,609	6,201,169	1,177,183	543,424	4,480,562
Organization Dues	810	206,520	215,382	153,945	9,993	51,443
Legal Judgments	820	220,000	220,000	36,623	-	183,377
Other Operating Expenses	899	(5,030,360)	1,567,948	1,160,665	145,045	262,238
Other Misc Expend Total		(4,603,840)	2,003,330	1,351,234	155,038	497,058
Fringe Benefits/Insurances	990	57,232,079	57,959,875	46,282,454	(56,502)	11,733,922
Contingency	998	-	-	-	-	-
Indirect	999	-	(49,198)	-	-	(49,198)
Sundry Total		57,232,079	57,910,676	46,282,454	(56,502)	11,684,724
All Funds Budget Total		423,946,213	485,601,211	260,393,417	69,008,762	156,199,032



General Fund Budget
 Financial Position Report as of 5/2/2022
 For: 7/1/2021 to 3/31/2022 Period: 1 to 9



Description	Series	FY 2021-22 Adopted Budget	FY 2021-22 Adjusted Budget	Year To Date Expenditures	Year To Date Encumb/ Commitment	Balance
Certified Salaries	100	87,382,326	82,071,787	47,998,454	-	34,073,333
Severance/Other	199	1,215,000	1,215,000	176,616	-	1,038,384
Certified Salaries Total		88,597,326	83,286,787	48,175,070	-	35,111,717
Non Cert Salaries	200	37,589,890	36,274,312	23,763,501	-	12,510,811
Severance/Other	299	383,498	383,498	532,980	-	(149,482)
Non Certified Salaries Total		37,973,388	36,657,810	24,296,481	-	12,361,329
Instructional Improvements	322	310,149	2,288,873	970,315	784,864	533,694
Professional Services	333	1,222,010	1,471,989	814,983	262,936	412,373
MHIS/IT Services	335	2,278,990	2,278,990	1,709,243	-	569,747
Professional Contracts & Svs		3,811,149	6,039,852	3,494,540	1,047,800	1,515,815
Maint Supplies & Services	442	382,000	382,000	242,281	143,205	(3,487)
Maintenance Contracts	443	3,284,086	3,680,070	2,585,401	790,471	319,861
Rental - Equip & Facilities	444	1,764,113	1,766,322	806,850	70,096	889,376
Building Improvements	445	612,900	297,795	95,821	198,044	3,930
Purchased Property Services		6,043,099	6,126,188	3,730,353	1,201,817	1,209,680
Transportation	551	20,958,487	19,863,583	14,022,469	3,694,359	2,146,755
Communications	553	164,170	310,949	238,124	2,454	70,371
Advertising	554	19,106	17,809	11,856	-	5,953
Printing & Binding	555	49,450	45,453	4,400	275	40,778
Tuition	556	88,024,708	88,024,708	32,852,513	43,371,757	14,780,010
Travel & Conferences	558	65,989	56,978	20,489	700	35,789
Misc Services	559	1,415,233	1,460,443	298,430	41,850	1,120,162
Systemwide Purchased Svs Total		110,697,143	109,779,923	47,448,281	47,111,395	18,199,819
Instructional & Other Supplies	610	1,938,834	1,927,549	1,043,366	539,361	372,286
Utilities	620	6,363,149	7,475,309	4,936,738	1,791,442	747,129
Text & Library Books	640	21,300	55,400	8,882	664	45,854
Misc Supplies	690	418,799	573,211	223,984	116,686	241,445
Supplies & Materials Total		8,742,082	10,031,469	6,212,970	2,448,153	1,406,715
Equipment	730	821,134	1,203,343	357,530	326,887	518,926
Outlay Total		821,134	1,203,343	357,530	326,887	518,926
Organization Dues	810	130,370	128,487	97,046	5,798	25,643
Legal Judgments	820	220,000	220,000	36,623	-	183,377
Other Operating Expenses	899	(5,391,446)	327,024	107,109	99,578	120,337
Other Misc Expend Total		(5,041,076)	675,511	240,779	105,376	329,357
Fringe Benefits/Insurances	990	34,848,040	32,150,134	(5,780,229)	(56,502)	37,986,865
Contingency	998	-	-	-	-	-
Indirect	999	(2,479,011)	(1,937,743)	-	-	(1,937,743)
Sundry Total		32,369,029	30,212,392	(5,780,229)	(56,502)	36,049,122
General Fund Budget Total		284,013,274	284,013,274	128,175,775	52,184,927	103,652,572



Special Fund Budget
 Financial Position Report as of 5/2/2022
 For: 7/1/2021 to 3/31/2022 Period: 1 to 9



<u>Grant Name</u>	<u>Grant Year</u>	<u>FY 2021-22 Adopted Budget</u>	<u>FY 2021-22 Adjusted Budget</u>	<u>Year To Date Expenditures</u>	<u>Year To Date Encumb/Commitment</u>	<u>Year To Date Revenue</u>	<u>Balance</u>
Federal Grants:							
ADULT EDUCATION PIP	2022	40,000	-	-	-	-	-
AMERICAN RESCUE PLAN ARP-ESSERIII	2021	-	7,836,097	3,342,809	399,878	15,819,848.09	4,093,410
ARP HCY BRIDGE (McVento)	2021	-	3,000	3,000	-	3,000.00	-
ARP HCY II Homeless Children&Youth	2021	-	397,612	-	12,516	-	385,096
ARP IDEA PART B 611	2022	-	1,387,608	156,912	98,276	269,200.00	1,132,420
ARP IDEA PART B 619 PRESCHOOL	2022	-	131,911	1,256	-	1,500.00	130,655
CARL D. PERKINS	2021	-	0	0	-	-	-
CARL D. PERKINS	2022	626,803	597,243	185,597	31,948	189,423.14	379,698
CONSOLIDATED TITLE 3 IMMIGRANT	2022	-	30,000	8,001	20,000	8,675.70	1,999
COVID-19 SPECIAL EDUCATION STIPENDS	2021	-	20,000	20,002	-	20,000.00	(2)
EDUC-HOMELESS CHILDREN-YOUTH McVEN	2022	50,000	50,000	9,161	7,000	-	33,839
ESSER (COVID-19) CARES ACT	2020	-	3,594,083	2,245,036	48,156	-	1,300,890
ESSER II - FAMILY RESOURCE CENTER	2022	-	125,000	-	-	-	125,000
ESSER II SET-ASIDE (CRRSA ACT)	2021	-	1,863,078	631,531	180	654,280.46	1,231,368
ESSER II (CRRSA ACT) Covid-19	2021	-	34,375,378	8,782,530	6,447,717	33,523,471.91	19,145,131
ESSER II Bonus Dyslexia Recovery	2022	-	37,050	-	-	-	37,050
ESSER II Bonus Spec Population \$25K	2022	-	25,000	-	-	-	25,000
ESSER II SPED Recovery Activities	2022	-	120,000	5,995	-	6,695.00	114,005
FAFSA CHALLENGE	2022	-	5,140	410	-	450.49	4,730
IDEA PART B SECTION 611	2020	-	-	(3,799)	1,200	-	2,599
IDEA PART B SECTION 611	2021	652,651	2,684,069	2,221,396	123,712	2,800,000.00	338,960
IDEA PART B SECTION 611	2022	6,526,511	6,549,072	1,772,097	886,711	5,239,257.60	3,890,264
IDEA PART B, SECTION 619 PRE-SCHOOL	2021	30,408	102,494	81,130	3,218	100,000.00	18,146
IDEA PART B, SECTION 619 PRE-SCHOOL	2022	202,717	204,114	2,462	4	78,201.03	201,648
OD ESSA SIG C02-BURNS	2022	-	405,300	114,944	46,893	146,643.33	243,463
OD ESSA SIG C02-MILNER	2022	-	425,324	68,919	47,023	117,463.10	309,382
OD ESSA SIG C02-MLKING	2022	-	425,000	2,185	42,086	943.80	380,729
OD ESSA SIG C02-SAND	2022	-	390,000	165,264	25,649	181,001.18	199,086
OD ESSA SIG C02-SMSA	2022	-	500,000	152,746	28,382	180,059.81	318,872
OD ESSA SIG C02-WISH	2022	-	390,000	102,094	117,248	132,253.18	170,658
OD ESSA SIG C02-WHS	2022	-	500,000	50,996	36,222	83,367.19	412,782
TITLE 1 PART A 1003 SIG (BELLIZZI)	2021	-	319,047	215,974	25,468	320,000.00	77,604
TITLE 1 PART A 1003 SIG (BURR)	2019	-	1,774	804	-	-	970
TITLE 1 PART A 1003 SIG (BURR)	2021	-	223,300	133,227	27,081	290,263.86	62,991
TITLE 1 PART A 1003 SIG (BULKELEY)	2019	-	31,779	4,290	-	-	27,489
TITLE 1 PART A 1003 SIG (BULKELEY)	2021	-	91,886	38,591	1,617	107,288.26	51,678
TITLE 1 PART A 1003 SIG (HPS)	2021	-	54,947	54,947	-	70,000.00	-
TITLE 1 PART A 1003 SIG (PARKVILLE)	2021	-	83,940	41,263	8,000	208,923.18	34,677
TITLE 1, PART D, NEG & DEL	2022	56,054	68,673	-	68,673	68,673.00	-
TITLE 2 PART A, TEACHERS	2020	-	-	3,546	-	-	(3,546)
TITLE 2 PART A, TEACHERS	2021	195,998	607,753	515,045	7,172	680,000.00	85,536
TITLE 2 PART A, TEACHERS	2022	1,241,322	1,136,003	544,248	32,766	908,802.40	558,990
TITLE 3 PART A, ENGLISH LANGUAGE	2021	81,515	294,421	176,745	24,281	310,000.00	93,395
TITLE 3 PART A, ENGLISH LANGUAGE	2022	510,827	543,235	145,759	642	207,160.61	396,834
TITLE I IMPROVING BASIC PROGRAMS	2019	-	271,446	219,549	-	-	51,897
TITLE I IMPROVING BASIC PROGRAMS	2021	3,291,271	5,343,143	2,892,813	720,504	5,800,000.00	1,729,827
TITLE I IMPROVING BASIC PROGRAMS	2022	12,901,783	12,514,359	5,316,343	1,116,847	10,011,487.20	6,081,170
TITLE IV-A SOC SUPPT & ACAD ENRICH	2019	-	2,025	1,885	-	-	140
TITLE IV-A SOC SUPPT & ACAD ENRICH	2021	-	90,185	7,803	8,573	-	73,809
TITLE IV-A SOC SUPPT & ACAD ENRICH	2022	897,063	946,097	275,192	12,272	251,209.95	658,633
Total Federal Grants:		27,304,923	85,797,586	30,710,700	10,477,913	78,789,543.47	44,608,972



Special Fund Budget
 Financial Position Report as of 5/2/2022
 For: 7/1/2021 to 3/31/2022 Period: 1 to 9



<u>Grant Name</u>	<u>Grant Year</u>	<u>FY 2021-22 Adopted Budget</u>	<u>FY 2021-22 Adjusted Budget</u>	<u>Year To Date Expenditures</u>	<u>Year To Date Encumb/Commitment</u>	<u>Year To Date Revenue</u>	<u>Balance</u>
State Grants:							
ADULT EDUCATION - PROVIDER (STATE)	2021	-	0	0	-	-	-
ADULT EDUCATION - PROVIDER (STATE)	2022	1,729,660	1,729,660	1,000,288	62,539	1,135,115.00	666,833
ADULT EDUCATION CEE - URBAN LEAGUE	2022	5,965	6,076	1,519	4,557	77,536.00	-
ADULT EDUCATION CEE-LITERACY VOLUNT	2022	108,522	110,228	72,750	37,478	-	-
ALLIANCE - GOVENORS TURNAROUND	2022	24,552,532	24,570,044	14,209,570	487,562	18,427,533.00	9,872,913
ALLIANCE BUILDING GRANT	2021	-	183,487	(106,010)	-	-	289,497
COMMISSIONER'S NETWORK	2022	-	900,000	292,049	257,521	675,000.00	350,430
COMMISSIONER'S NETWORK-McDonough	2022	-	50,000	15,180	13,347	16,033.88	21,473
DEPT OF AG - CT GROWN 4 CT KIDS	2022	-	24,999	-	-	-	24,999
DEPT OF PUBLIC HEALTH - ORAL HEALTH	2021	-	-	(2,049)	-	15,562.87	2,049
DEPT OF PUBLIC HEALTH - ORAL HEALTH	2022	-	50,000	40,932	209	32,531.37	8,859
EXTENDED SCHOOL HOUR	2022	357,753	343,287	12,158	-	25,600.00	331,129
FAMILY RESOURCE CENTER PROGRAM	2022	507,650	508,250	237,325	237,325	381,187.50	33,600
FIRST ROBOTICS MINI GRANT UHSSE	2022	-	6,250	-	-	-	6,250
INTERDIST MAGNET ACADEMIC/SOCIAL SU	2021	-	494,630	401,814	-	339,897.87	92,816
INTERDIST MAGNET ACADEMIC/SOCIAL SU	2022	-	360,000	-	6,603	-	353,397
MAGNET SCHOOL JOINT MAGNET OFFICE	2022	850,000	850,000	504,479	10,812	304,989.72	334,708
MAGNET SCHOOL OPERATING GRANT	2021	-	-	(25)	-	-	25
MAGNET SCHOOL OPERATING GRANT	2022	55,150,730	52,993,700	31,132,755	666,799	37,604,756.00	21,194,145
OPEN CHOICE SLOTS (RECEIVING DIST)	2021	-	1,263	1,263	-	104,935.52	-
OPEN CHOICE SLOTS (RECEIVING DIST)	2022	168,000	168,000	66,077	1,690	228,562.00	100,233
PARENT TRUST FUND GRANT	2022	-	20,350	285	5,604	308.55	14,461
PRIORITY SCHOOL DISTRICTS	2022	4,441,989	4,478,964	2,287,108	27,928	3,359,223.00	2,163,928
PSD FamilyFee Replacement SchReadi	2022	-	43,500	18,808	17,197	-	7,495
PSD-SUMMER SCHOOL	2022	406,499	396,257	333,192	-	297,192.75	63,065
SBHC-MATERNAL & CHILD HEALTH BLOCK	2022	125,000	125,000	60,660	-	112,701.23	64,340
SBHC-MATERNAL HEALTH & CHILD BLOCK	2021	-	-	-	-	-1,760.84	-
SCHOOL BASED HEALTH CLINICS	2021	-	-	-	-	-15,347.53	-
SCHOOL BASED HEALTH CLINICS	2022	930,116	933,140	480,538	-	698,372.40	452,602
SCHOOL READINESS GRANT	2022	2,190,000	2,190,000	1,222,003	31	870,750.00	967,966
SHEFF OC ACCEPTANCE RATE	2022	-	3,600	-	-	-	3,600
SHEFF OC INCREASE EDUCATIONAL OPP	2022	-	3,600	-	-	-	3,600
SHEFF SETTLEMENT-OC ACADEMIC/SOCIAL	2022	-	136,300	39,501	10,800	43,550.72	85,999
STATE BILINGUAL EDUCATION	2022	213,079	210,810	137,821	-	158,107.50	72,989
STATE EDUCATION RESOURCE CENTER	2022	-	-	-	-	10,000.00	-
Total State Grants:		91,737,495	91,891,395	52,459,991	1,848,002	64,902,338.51	37,583,402



Special Fund Budget
 Financial Position Report as of 5/2/2022
 For: 7/1/2021 to 3/31/2022 Period: 1 to 9



<u>Grant Name</u>	<u>Grant Year</u>	<u>FY 2021-22 Adopted Budget</u>	<u>FY 2021-22 Adjusted Budget</u>	<u>Year To Date Expenditures</u>	<u>Year To Date Encumb/Commitment</u>	<u>Year To Date Revenue</u>	<u>Balance</u>
Private/Foundation Grants/Fee							
BARR FOUNDATION G-II	2021	-	383,578	111,502	73,888	200,000.00	198,188
CHILD HEALTH & DEVELOP INSTITUTE CT	2020	-	30,394	-	-	-	30,394
CHILD HEALTH & DEVELOP INSTITUTE CT	2022	-	5,752	-	-	5,752.49	5,752
DALIO FOUNDATION	2021	-	36,845	11,849	-	-	24,996
DALIO FOUNDATION	2022	-	31,500	5,739	-	31,500.00	25,761
FEE COLLECTION - PRE-K	2022	90,514	90,514	56,089	1,500	98,973.50	32,925
Grants Accounting Sundry	2099	-	-	39,096,065	-	-	(39,096,065)
HARTFORD FOUNDATION PUBLIC GIVING	2021	-	160,257	178,510	-	-	(18,254)
HARTFORD FOUNDATION PUBLIC GIVING	2022	350,000	-	-	-	-	-
HARTFORD PROMISE	2022	-	1,000,000	1,000,000	-	1,000,000.00	-
INDOOR/OUTDOOR INVITATIONAL	2020	-	-	-	-	-36,739.24	-
INDOOR/OUTDOOR INVITATIONAL	2022	-	-	-	-	36,739.24	-
INSURANCE BILLING - MEDICAID(SBCH)	2022	2,847,675	2,847,675	1,132	-	542,948.32	2,846,543
INSURANCE BILLING - MEDICAL REIMB	2022	2,226,712	2,226,712	37,728	35,452	546,180.25	2,153,532
JANE FRANK SCHOLARSHIP FUND	2021	-	43,000	-	-	-	43,000
L.E.A.P.	2022	-	1,045,580	-	5,289	784,185.00	1,040,291
MULTI SOURCE NOT SCHOOL RELATED	2022	-	-	-	-	500.00	-
MULTISOURCE - FOR SCHOOL	2019	-	4,010	-	-	-	4,010
MULTISOURCE - FOR SCHOOL	2020	-	11,256	-	-	-	11,256
MULTISOURCE - FOR SCHOOL	2021	-	5,593	-	-	-	5,593
NASSAU (formerly PHOENIX LIFE)	2021	-	19,445	558	-	-	18,887
NELLIE MAE EDUCATION FOUNDATION	2021	-	23,512	18,000	-	0.00	5,512
NELLIE MAE EDUCATION FOUNDATION	2022	250,000	250,000	-	-	-	250,000
OTIS ELEVATOR	2022	-	-	(7,908)	2,012	-	5,896
PARTNERSHIP FUNDS (VARIOUS SOURCES)	2019	-	17,970	-	-	-	17,970
PRATT & WHITNEY	2022	-	1,450	-	-	1,450.00	1,450
QUALVOICE LLC	2022	-	12,500	-	-	12,500.00	12,500
SHIPMAN & GOODWIN	2021	-	9,934	-	-	-	9,934
SPECIAL EDUCATION EXCESS COST	2022	10,140,535	10,140,535	5,684,445	4,369,342	5,440,649.00	86,749
TRAVELERS	2019	-	110,201	462	1,500	-	108,240
TRAVELERS	2020	-	-	(86)	-	-	86
TRAVELERS	2021	-	101,839	18,750	-	-	83,089
TRAVELERS	2022	75,599	50,000	5,938	-	50,000.00	44,062
TUITION BILLING - SPECIAL EDUCATION	2022	4,909,486	4,909,486	2,523,358	8,938	923,183.49	2,377,190
TUITION BILLING-MAGNET	2022	-	-	51,219	-	-	(51,219)
UNIVERSITY OF CONNECTICUT	2017	-	253,600	253,600	-	521,776.35	-
WISE ISIDORE & SELMA TRAVEL FOUNDAT	2021	-	40,023	-	-	-	40,023
WISE ISIDORE & SELMA TRAVEL FOUNDAT	2022	-	35,795	-	-	35,795.00	35,795
Total Private/Foundation Grants/Fees:		20,890,521	23,898,956	49,046,950	4,497,920	10,195,393.40	(29,645,914)
Total All Grants:		139,932,939	201,587,937	132,217,642	16,823,835	153,887,275.38	52,546,460



MEMO

From: Phillip J. Penn 
To: Dr. Leslie Torres-Rodriguez
Date: May 4, 2022
Re: COVID-19 Relief Grant Spending

Hartford Public Schools has spent or encumbered \$31.2 million of its COVID grant funds through May 3, 2022, an increase of \$2.8 million since the end of March. The table that follows summarizes that spending by grant:

Grant	Spending Deadline	Total Grant Award	Total Spent or Encumbered	Change From Prior Month
ESSER I/CARES Act	9/30/2022	\$10,314,679	\$9,096,740	\$143,027
ESSER II	9/30/2023	\$45,730,706	\$16,629,104	\$879,151
ARP/ESSER III	9/30/2024	<u>\$98,589,663</u>	<u>\$5,496,187</u>	<u>\$1,789,779</u>
Total		\$154,635,048	\$31,222,031	\$2,811,957

The increase in spending in the last month was largely driven by a \$1.6 million tech order; excluding the impact the that purchase, the underlying run-rate spending was \$1.2 million, a rate very similar to what we have spent in the last several months. If we continue at the current rate of spending of roughly \$1.2 million per month, we would leave nearly \$85 million unspent at the end of the grant.

Recent conversations at our Cabinet retreat should lead to an increased rate of spending in 2022-23. But unless we can overcome the underlying vacancies in personnel funded by the grants, we will not be able to meaningfully alter our spending rate.

A breakdown of the expenditures in each grant by object code follows on the next three pages.

ESSER I/CARES ACT

Expenditures through 5/3/22

OBJECT	ACCOUNT DESCRIPTION	2020-21 EXPENDED	2021-22 EXPENDED	ENCUMBRANCES	TOTAL
511360	TEACHER-REG	45,828.44	0.00	0.00	45,828.44
511361	TEACHER-PT	0.00	2,524.50	0.00	2,524.50
511400	SOC WKR-REG	0.00	487,418.36	0.00	487,418.36
511401	SOC WKR-PT	0.00	396.00	0.00	396.00
512280	SUPPORTIVE STAFF-REG	200,940.33	241,701.08	0.00	442,641.41
512281	SUPPORTIVE STAFF-PT	0.00	1,326.92	0.00	1,326.92
512282	SUPPORTIVE STAFF-OT	0.00	3,256.25	0.00	3,256.25
512461	NURSE-PT	0.00	10,082.71	0.00	10,082.71
512562	SPEC POLICE OFF-OT	0.00	6,899.77	0.00	6,899.77
512591	FOOD SERVICE WORKER PT	53,823.43	46,052.76	0.00	99,876.19
512680	CUSTODIAN-REG	232,682.74	317,374.85	0.00	550,057.59
512682	CUSTODIAN-OT	37,052.09	50,630.08	0.00	87,682.17
529997	FRINGE BENEFITS-CERT	11,773.33	0.00	0.00	11,773.33
529998	FRINGE BENEFITS-NON-CER	206,584.97	0.00	0.00	206,584.97
533220	INSTR PROG IMPROVE SVS	310,750.00	0.00	13,000.00	323,750.00
533305	OTHER PROF TECH SVS	288,142.47	329,653.54	33,466.46	651,262.47
555301	POSTAGE	0.00	20,000.00	0.00	20,000.00
555303	INTERNET COMMUNICATIONS	382,838.93	428,660.59	1,690.00	813,189.52
555600	TUITION	0.00	0.00	0.00	0.00
555900	MISC PURCHASED SVS	10,683.00	0.00	0.00	10,683.00
566110	INSTRUCTIONAL SUPPLIES	306,590.08	107,253.00	125,166.50	539,009.58
566504	TECHNOLOGY RELATED SUPP	46,310.40	28,227.30	0.00	74,537.70
566909	SUPPLIES AND MATERIALS	575,561.09	110,520.40	6,032.21	692,113.70
577340	EQUIPMENT	91,749.00	0.00	0.00	91,749.00
577348	COMPUTER/TECH RELATED H	3,871,861.93	4,810.11	0.00	3,876,672.04
599999	INDIRECT - OVERHEAD	47,424.11	0.00	0.00	47,424.11
	Expense Total	6,720,596.34	2,196,788.22	179,355.17	9,096,739.73

ESSER II*Expenditures through 5/3/22*

OBJECT	ACCOUNT DESCRIPTION	YTD EXPENDED	ENCUMBRANCES	TOTAL
511020	ADMINISTRATOR-REG	136,699.31	0.00	136,699.31
511240	PRIN/VP-REG	87,355.52	0.00	87,355.52
511241	PRIN/VP - PT	24,442.09	0.00	24,442.09
511360	TEACHER-REG	2,870,722.50	0.00	2,870,722.50
511361	TEACHER-PT	404,712.66	0.00	404,712.66
511365	TCHR-STIPENDS & ATHLETI	209,070.16	0.00	209,070.16
511400	SOC WKR-REG	269,190.98	0.00	269,190.98
511997	BONUS CERTIFIED	221,750.00	0.00	221,750.00
512040	DIRECTOR/ASST-REG	54,890.11	0.00	54,890.11
512280	SUPPORTIVE STAFF-REG	202,132.59	0.00	202,132.59
512281	SUPPORTIVE STAFF-PT	31,260.73	0.00	31,260.73
512282	SUPPORTIVE STAFF - OT	820.72	0.00	820.72
512461	NURSE-PT	6,600.00	0.00	6,600.00
512462	NURSE - OT	7,174.32	0.00	7,174.32
512540	PARAPROFESSIONAL-REG	4,398.68	0.00	4,398.68
512541	PARAPROFESSIONAL-PT	47,173.75	0.00	47,173.75
512560	SPEC POLICE OFF-REG	4,532.86	0.00	4,532.86
512561	SPEC POLICE OFF-PT	17,238.00	0.00	17,238.00
512562	SPEC POLICE OFF-OT	31,595.97	0.00	31,595.97
512681	CUSTODIAL PART TIME	3,000.00	0.00	3,000.00
512682	CUSTODIAN-OT	13,964.77	0.00	13,964.77
512997	BONUS NON-CERTIFIED	250.00	0.00	250.00
529997	FRINGE BENEFITS-CERT	0.00	0.00	0.00
529998	FRINGE BENEFITS-NON-CER	0.00	0.00	0.00
533210	INSTR CONTRACT SVS	2,294,250.00	3,222,640.00	5,516,890.00
533220	INSTR PROG IMPROVE SVS	598,500.02	760,349.98	1,358,850.00
533230	PUPIL SVS: NON-PYRL SVS	1,212,888.00	303,222.00	1,516,110.00
533305	OTHER PROF TECH SVS	822,387.19	435,089.68	1,257,476.87
544300	MAINT & CUSTODIAL SERVICES	25,458.09	14,541.91	40,000.00
544410	RENTAL OF FACILITIES	48,000.00	0.00	48,000.00
555100	STUDENT TRANSP	475,322.19	8,652.80	483,974.99
555303	INTERNET COMMUNICATIONS	291,477.24	5,000.00	296,477.24
555400	ADVERTISEMENT	10,000.00	0.00	10,000.00
555900	MISC PURCHASED SVS	25,539.60	21,264.40	46,804.00
566110	INSTRUCTIONAL SUPPLIES	28,865.77	242,377.02	271,242.79
566113	TRAINING SUPPLIES	0.00	1,545.00	1,545.00
566130	MAINT & CUSTODIAL SUPPL	229,415.08	128,609.60	358,024.68
566904	AWARDS & INCENTIVES	23,956.00	9,626.56	33,582.56
566909	SUPPLIES AND MATERIALS	664,465.50	45,904.09	710,369.59
577438	COMPUTER/TECH RELATED HARDWARE	0.00	13,848.00	13,848.00
588906	INCENTIVES FOR STAFF	2,706.00	14,226.10	16,932.10
	Expense Total	11,402,206.40	5,226,897.14	16,629,103.54

ARP/ESSER III*Expenditures through 5/3/22*

OBJECT	ACCOUNT DESCRIPTION	YTD EXPENDED	ENCUMBRANCES	TOTAL
511020	ADMINISTRATOR-REG	152,307.76	0.00	152,307.76
511040	DIRECTOR/ASST-REG	256,905.67	0.00	256,905.67
511240	PRIN/VP-REG	103,981.24	0.00	103,981.24
511361	TEACHER-PT	34,699.50	0.00	34,699.50
511363	TEACHER-SUBS	3,750.00	0.00	3,750.00
512280	SUPPORTIVE STAFF-REG	39,078.90	0.00	39,078.90
512281	SUPPORTIVE STAFF-PT	1,743.51	0.00	1,743.51
529997	FRINGE BENEFITS-CERT	0.00	0.00	0.00
529998	FRINGE BENEFITS-NON-CER	0.00	0.00	0.00
533220	INSTR PROG IMPROVE SVS	161,662.72	45,507.28	207,170.00
533305	OTHER PROF TECH SVS	692,850.30	182,318.00	875,168.30
555303	INTERNET COMMUNICATIONS	706,125.41	0.00	706,125.41
566110	INSTRUCTIONAL SUPPLIES	761,865.64	3,574.46	765,440.10
566113	TRAINING SUPPLIES	460,900.00	24,366.85	485,266.85
566504	TECHNOLOGY RELATED SUPP	10,583.05	31,743.50	42,326.55
577348	COMPUTER/TECH RELATED H	141,418.89	1,680,804.65	1,822,223.54
	Expense Total	3,527,872.59	1,968,314.74	5,496,187.33

School Safety Radio Budget Proposal

2022 School Safety Radio Budget

March 28, 2022

This budget proposal has been written to include all of the necessary costs involved with the 2022 School Safety Radio Budget. This proposal has been generated in response to two developments that will critically impact Hartford Board of Education radio communication in the near future.

1. The Department of School Safety is unable to fully equip its staff due to obsolete radios that are no longer in production.
2. The full transition of the City of Hartford's Police and Fire Departments from the current antiquated analog system to a modern digital format by December 2023. This will render our current analog radios incapable of interagency communication and unable to function in the Incident Command System that is the standard interagency command model since the terrorist attacks of 9/11/01.

Costs associated with the Project have been broken down and itemized in this proposal. Detailed and in-depth explanations have been provided for each cost element and funding request. If you have any questions about this proposal, please do not hesitate to contact Director Daryl Roberts.

1) PROJECT OBJECTIVE

This project goal is to ensure effective communication among and between School Safety Officers and their Board of Education (BOE) administrative partners. Funding this project will ensure officers and school administration staff will have A) sufficient radios to communicate, B) adequate stores of reserve radios for the future, and C) a modernized communication system that can interact with Hartford Police and Hartford Fire Departments during mass shootings, structure fires, bomb incidents, civil unrest, and many other emergency hazards. This overhaul will significantly enhance our ability to provide safety to our students and staff.

2) PERFORMANCE PERIOD

Eastern Communication LTD estimates the operational life of the budgeted radios to be from 7 to 10 years. Thus, this budget should furnish the Department of School Safety’s radio supply until sometime between 2029 and 2032.

3) COST ELEMENTS

The following are necessary cost elements of the project as a whole, broken down into individual elements with full reasons and justifications.

Labor

A three year warranty will obviate any labor costs until at the earliest 2025. Any issues requiring labor after that time will require expenses on a case by case basis. Opting in for an extension of the warranty past the 3rd year (\$20/unit for 306 radios, or \$6,120 per year of warranty extension), would likely eliminate future labor costs.

Equipment Items and Materials

Description	Quantity	Unit Cost	Extended Price
Supervisor Radio	13	\$3,511.04	\$46,643.52
Officer Radio	241	\$3,348.24	\$806,925.84
Dash Mount (Mobile Radio)	12	\$3,917.33	\$47,007.96
Spare Radios	40	\$3,348.24	\$133,929.60
Speaker Microphones, Emergency Buttons	150	\$166.50	\$133,929.60

Bluetooth, Covert, Earpiece/Mic/Ptt	1	\$132.46	\$132.46
Battery, Li-Ion, Hi-Capacity, 4800 MAH	30	\$129.50	\$3,885.00
Charger, 1-Bay, XL,-185P	254	\$125.80	\$31,953.20
Cable,USB, Programming	3	\$125.80	\$377.40
RPM/RPM2 W/Mast Dongle & Annual Updates	3	\$985.50	\$2,956.50
		Total	\$ 1,097,786.48

4) SUMMARY

The Hartford Department of School Safety is using an obsolete radio system that will be de-integrated with Hartford emergency response agencies by December 2023. It has insufficient radio stock to equip School Safety Officers, and is unable to replace broken or lost radios due to their obsolescence. The proposed overhaul of this system will address the issues of radio supply, technological parity, and continued integration of communication with municipal emergency agencies. The vendor of these radios, Eastern Communication LTD, has already furnished the Hartford Police Department and the Department of Public Works with the proposed radio system, and as such is an established and vetted vendor for the City of Hartford . This system has many modern features including GPS technology, wifi capability, and the ability to destroy lost or stolen radios remotely. It our professional opinion that this system will greatly enhance our ability to fulfill our mandate of providing safety and security for our students and staff for at least the next decade. For all of the above reasons, we fully endorse this budget proposal.

This 2022 Radio Budget Proposal was written and developed by Sgt. Gerardo Pleasant with input from 1st Sgt. Hector Dones, and under the direction and guidance of Director Daryl Roberts.

I officially certify that this budget proposal contains my best estimate of the honest and wholly necessary costs for this project. I officially certify that the information provided within this proposal is accurate, complete, and up-to-date as of the date of my signature below.

Hartford Department of School Safety

3/28/22

Daryl K. Roberts, Director

Good afternoon, Chief.

It was good to speak with you today. Rest assured that the Dept. of Emergency Services and Director Webster will do whatever it takes to support you and the BOE in your quest to upgrade your communications infrastructure.

As to the questions discussed:

- Why does the BOE need to obtain DIGITAL radios; why can we not stay in analog mode? The entire City is moving forward with a totally new P25 digital infrastructure. This infrastructure provides the connectivity backbone for all subscriber units, portables, mobiles, desktop units and Public Safety (PD/Fire/EMS) to communicate. Once the project completes, the BOE would cease to have communications capability with ANY device. Changing your equipment to P25 capability prior to the full system conversion allows us to get you a new hardware platform fully capable of handling the current EDACS analog platform as well as the P25 Digital platform. You come to work in the morning, change your radio access to the new P25 platform and get back to work.
- Is this project a sole source project? Yes and no. The planned timeline has the City P25 project coming online in 4th quarter of 2023. Until that time, we will remain on the EDACS analog platform and will require remaining on L3 Harris radio hardware as EDACS is a proprietary communications protocol of L3 Harris Corporation. As the RFP for the P25 Project has not even opened yet, we have no idea who the new vendor of hardware will be for P25. Moving forward as you are now, the hardware you would be purchasing (L3 Harris Sole Source) will operate fully on BOTH P25 AND EDACS protocols. If you wish to wait 1+year and push your upgrade program back, that is an option, but not the Departments recommendation.
- Are there discounts available. The system you have been negotiating with the City's current L3 Harris vendor, Eastern Communications of New York City has been quoted with the current State of CT contract pricing of 26% discount plus a trade in bonus of an additional \$300.00/unit.

I hope this information proves useful. If I may be of further assistance, please feel free to call upon me at any time.

P.M. "Mike" Bruce
Sr. Project Manager
Hartford Emergency Services &
Telecommunications



To: Sgt. Hector Dones
Central District Supervisor
Hartford Public Schools
330 Wethersfield Ave
Hartford, CT 06114
(860) 695-3228
DONEH001@hartfordschools.org

Quote Date March 27, 2022
Quote # ECLQ322-0456
Revision 1
Quote Validity 60 Days
Freight FOB

Quoted By	Project	Payment Terms	Ship Date
Doug Fellows - 978-761-6175 df@easterncommunications.com	Hartford Public Schools - Radio Refresh	Net 30	90 Days ARO

Qty	Part Number / Radio Config	Part Description	Unit Price	Ext Price
13	Supervisor Radio	Supervisor Single Band L3Harris XL185P Radio Includes - Full Keypad, Blk, 700/800MHZ EDACS and P25 Trunking Phase II (Current and Future City Radio System) Top / Front Color Display, WiFi, GPS, Bluetooth, 5 Call Radio Playback Hi Cap Battery, Antenna, Belt Clip and 3 Years Warranty NOTE: Includes \$375 Trade In Discount Per Radio	\$ 3,511.04	\$ 45,643.52
241	Officer Radio	Officer Single Band Radio Includes - Partial Keypad, Blk, 700/800MHZ EDACS and P25 Trunking Phase II (Current and Future City Radio System) Top / Front Color Display, WiFi, GPS, Bluetooth, 5 Call Radio Playback, Hi Cap Battery, Antenna, Belt Clip and 3 Years of Warranty NOTE: Includes \$375 Trade In Discount Per Radio	\$ 3,348.24	\$ 806,925.84
12	Dash Mount - Mobile Radio	Dash Mount Single Band Mobile Radio Includes - 35W, Blk, 700/800MHZ EDACS and P25 Trunking Phase II (Current and Future City Radio System) Install Kit, Antenna w/ Roof Mount, Standard Mic, Install NOTE: Includes \$150 Trade In Discount Per Radio	\$ 3,917.33	\$ 47,007.96
Acessories & Spares				
40	Spare Radios	SPARE (Officer) Single Band Radio Includes - Partial Keypad, Blk, 700/800MHZ EDACS and P25 Trunking Phase II (Current and Future City Radio System) Top / Front Color Display, WiFi, GPS, Bluetooth, 5 Call Radio Playback, Hi Cap Battery, Antenna, Belt Clip and 3 Years of Warranty	\$ 3,348.24	\$ 133,929.60
150	XS-AE4B	SPEAKER MICROPHONE, EMER BUTTON	\$ 166.50	\$ 24,975.00
1	XS-AE1S	BLUETOOTH, COVERT, EARPIECE/MIC/PTT	\$ 132.46	\$ 132.46
30	XS-PA4K	BATTERY, LI-ION, HI-CAPACITY, 4800MAH	\$ 129.50	\$ 3,885.00
254	XS-CH4X	CHARGER, 1-BAY, XL-185P	\$ 125.80	\$ 31,953.20
3	XS-CJ3A	CABLE, USB, PROGRAMMING	\$ 125.80	\$ 377.40
3	SS-SW1D	RPM/RPM2 W/MAST DONGLE & ANNUAL UPDATES	\$ 985.50	\$ 2,956.50
			Sub Total =	\$ 1,097,786.48
			Freight	\$ -
			Total =	\$ 1,097,786.48



Proprietary and Confidential

Thank you for your business!

www.easterncommunications.com

48-14 36th Street, Long Island City, NY 11101, 718-729-2044

CITY OF HARTFORD: COMPASS Contract for FY2022



- **COMPASS Youth Collaborative, Inc.** shall continue to provide youth support services through their Peacebuilders program, a youth violence mitigation and re-engagement program for high-risk Hartford youth. The contract for FY2022 is \$300,000 for services from October 1, 2021 through September 30, 2022.
 - COMPASS was awarded a multi-year with an option for renewal.
 - In FY18, the City of Hartford/DFCYR released a competitive Request for Proposals (RFP) for its Youth Justice Initiative. After careful evaluation through a rigorous blind review process by a panel of non-City of Hartford employees – designed to ensure a level playing field and the highest level of integrity for all applicants, COMPASS received the highest score of all applicants for their proposed Peacebuilders program.
 - In the Summer 2020 during the COVID-19 pandemic, due to incidents of violence and a commitment to continued services for high-risk, high-need young people, the contract was extended.
 - In October of 2021, a public-private partnership was formed to make co-investments to address youth violence, inclusive of the COMPASS Peacebuilders program.
 - The program goals are as follows:
 - Reduce the incidences of individual and group violence on the streets
 - Link 80 youth, ages 16 to 24 who are immersed in a lifestyle of violence, to resources and support necessary to lead them to a more productive outcome
 - Change way that youth, community members, and organizations perceive and respond to incidents of violence
-

CITY OF HARTFORD: COMPASS Peacebuilders FY2021 Results



OUTCOME 1: Reduce the incidences of individual and group violence on the streets

- Staff conducted **637** intentional one-on-one interactions with youth
- Staff conducted **11** Crisis Response/Mediations
- Staff facilitated **23** interactions using Cognitive Behavioral Therapy
- Staff completed regular neighborhood patrols in areas
- Collaborated with Hartford Police Department to assist in solving violent crime and diverting youth to the program
- **57%** of Youth decreased negative behavior or violence

OUTCOME 2: Link at least 80 youth, ages 11 to 18, who are immersed in a lifestyle of violence, to resources and support

- Enrolled **183 youth**
 - **2** aged 11 to 12
 - **126** aged 13 to 18
 - **55** aged 19 to 24
 - **117** identified as Tier III/high-risk
- Staff conducted **34 school visits**, **96 home visits**, and **10 court visits** to support enrolled youth and ensure they successfully complete activities
- **76** youth participated in social/life skills groups
- **100%** of youth were assessed for behavioral/mental health services
- Youth attended **20** field trips
- **109** Youth demonstrated gains in education
- **93** you demonstrated gains towards employment

OUTCOME 3: Change way that youth, community members, and organizations perceive and respond to incidents of violence

- Have established intentional partnerships with **21 community partners** to increase positive youth development programs and projects.
- Data reviewed with key staff in formal standing meetings to ensure progress of individual participant goals and program outcomes.
- Tier Level Assessments are completed to measure reduction in violence and risky behavior.
- Continued regular communications with DFCYR regarding Efforts-to-Outcomes (ETO) system; maintain a data administrator on staff; share data with city and other positive youth development organizations.

SLFRF Compliance Report - SLT-2751-P&E Report-Q1 2022

Report Period : Quarter 1 2022 (January-March)

Recipient Profile

Recipient Information

Recipient UEI	VARNK7P9MJQ1
Recipient TIN	066001870
Recipient Legal Entity Name	Hartford, Connecticut
Recipient Type	
FAIN	
CFDA No./Assistance Listing	
Recipient Address	550 Main Street
Recipient Address 2	
Recipient Address 3	
Recipient City	Hartford
Recipient State/Territory	CT
Recipient Zip5	06103
Recipient Zip+4	
Recipient Reporting Tier	Tier 2. Metropolitan cities and counties with a population below 250,000 residents which received more than \$10 million in SLFRF funding
Discrepancies Explanation	
Is the Recipient Registered in SAM.Gov?	Yes

Project Overview

Project Name: YOUTH EMPLOYMENT INITIATIVE

Project Identification Number	M2295
Project Expenditure Category	2-Negative Economic Impacts
Project Expenditure Subcategory	2.10-Assistance to Unemployed or Underemployed Workers (e.g. job training, subsidized employment, employment supports or incentives)
Status To Completion	Completed less than 50%
Total Cumulative Obligations	\$600,000.00
Total Cumulative Expenditures	\$195,000.00
Current Period Obligations	\$600,000.00
Current Period Expenditures	\$195,000.00
Project Description	Expand the number of summer youth employment participants throughout the City of Hartford
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	2 Imp Low or moderate income HHs or populations
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	1) Pipeline 4.0: Workforce development program delivered by Girls For Technology will recruit and train 60 Hartford residents for service desk jobs at GalaxE Solutions in 2022. Graduates will be hired by GalaxE Solutions at \$40,000 annual salary. 2) Accelerated Early Childhood Workforce Program: This accelerated training program will provide college courses in early childhood education to 20 Hartford residents. 3) Youth Development Practitioners Apprenticeship: apprenticeships for 20 Hartford r
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	The program is open to City of Hartford residents most of whom where negatively impacted by the pandemic and live in a disproportionately effected census tract

Project Name: CITY-WIDE YOUTH SPORTS

Project Identification Number	M2294
Project Expenditure Category	2-Negative Economic Impacts
Project Expenditure Subcategory	2.37-Economic Impact Assistance: Other
Status To Completion	Completed less than 50%
Total Cumulative Obligations	\$300,000.00
Total Cumulative Expenditures	\$0.00
Current Period Obligations	\$300,000.00
Current Period Expenditures	\$0.00
Project Description	Increase afterschool youth sports programming in Hartford Public Schools
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	2 Imp Low or moderate income HHs or populations

Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	Hartford Youth Sports Collaborative: Hartford Public School students disproportionality lost important social and physical activities during the pandemic This program allows students to participate in sports after school at no cost to the students to help with social emotional and physical exercise needs for this population
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	Hartford Public School students are eligible to participate in the programs Based on census tracts in which the schools fall the public health need is great as this group faced significant negative economic impacts during the pandemic

Project Name: YOUTH ENGAGEMENT - BOYS AND GIRLS CLUB

Project Identification Number	M2291
Project Expenditure Category	2-Negative Economic Impacts
Project Expenditure Subcategory	2.37-Economic Impact Assistance: Other
Status To Completion	Completed 50% or more
Total Cumulative Obligations	\$500,000.00
Total Cumulative Expenditures	\$250,000.00
Current Period Obligations	\$500,000.00
Current Period Expenditures	\$250,000.00
Project Description	Reopening of the Boys Girls Club of Hartford's Northwest Club to provide programming to underserved youth in Hartford
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	2 Imp Low or moderate income HHs or populations
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	The Northwest Boys& Girls Club is open after school, offering families a safe, nurturing environment for their children.
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	The Northwest Club is open to Hartford children and youth whose families were negatively impacted by the pandemic and live in a disproportionately effected census tract.
Number of Non-Profits served (by program if recipient establishes multiple separate non-profit assistance programs)	1

Project Name: PROJECT MANAGEMENT

Project Identification Number	N2217
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	Completed less than 50%
Total Cumulative Obligations	\$34,824.63
Total Cumulative Expenditures	\$34,824.63
Current Period Obligations	\$34,824.63
Current Period Expenditures	\$34,824.63
Project Description	DUE TO THE ADDITIONAL PROJECTS BEING ADMINISTRED THROUGH THE ARPA PROGRAM, ADDITIONAL STAFFING REQUIREMENTS FOR

PROJECT MANAGEMENT AND PROGRAM ADMINISTRATION ARE REQUIRED.

Project Name: REVENUE REPLACEMENT

Project Identification Number	N2214
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	
Total Cumulative Obligations	\$19,400,000.00
Total Cumulative Expenditures	\$19,400,000.00
Current Period Obligations	\$19,400,000.00
Current Period Expenditures	\$19,400,000.00
Project Description	TO COVER COSTS THE CITY HAS INCURRED IN TRADITIONAL GOVERNMENT SERVICES (HEALTH CARE COSTS) UNDER THE REVENUE REPLACEMENT CATEGORY

Project Name: REVENUE REPLACEMENT

Project Identification Number	N2211
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	
Total Cumulative Obligations	\$10,500,000.00
Total Cumulative Expenditures	\$10,500,000.00
Current Period Obligations	\$10,500,000.00
Current Period Expenditures	\$10,500,000.00
Project Description	TO COVER COSTS INCURRED BY THE CITY RELATED TO THE HARTFORD PUBLIC LIBRARY AND THE METROHARTFORD INFORMATION SYSTEM DEPARTMENT UNDER THE REVENUE REPLACEMENT CATEGORY

Project Name: VIOLENCE REDUCTION COORDINATION

Project Identification Number	C2214
Project Expenditure Category	1-Public Health
Project Expenditure Subcategory	1.11-Community Violence Interventions
Status To Completion	Completed less than 50%
Total Cumulative Obligations	\$4,828.13
Total Cumulative Expenditures	\$4,828.13
Current Period Obligations	\$4,828.13
Current Period Expenditures	\$4,828.13
	Hiring of city staff to coordinate internal and external

Project Description	violence prevention intervention efforts for youth and adults
Please identify the dollar amount of the total project spending that is allocated towards evidence-based interventions	\$1.00
Is a program evaluation of the project being conducted?	Yes
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	2 Imp Low or moderate income HHs or populations
Is a program evaluation of the project being conducted?	Yes
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	Funds were used to hire the City of Hartford's Director of Community Safety and Wellness, who is responsible for leading interdepartmental initiatives designed to more effectively respond to the needs of residents who have been impacted by violence and/or at risk of being victimized by violence, which includes trauma support services.
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	The programs and initiatives led by the Director of Community Safety and Wellness will primarily serve children, youth and adults impacted by the pandemic and who live in a disproportionately effected census tracts.

Project Name: HART-LIFT DOWNTOWN STABILIZATION

Project Identification Number	D2272
Project Expenditure Category	2-Negative Economic Impacts
Project Expenditure Subcategory	2.29-Loans or Grants to Mitigate Financial Hardship
Status To Completion	Completed less than 50%
Total Cumulative Obligations	\$3,000,000.00
Total Cumulative Expenditures	\$1,000,000.00
Current Period Obligations	\$0.00
Current Period Expenditures	\$1,000,000.00
Project Description	Small business grant support
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	8 Imp SBs that experienced a negative economic impact
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	Support property owners negatively affected by the COVID-19 pandemic by granting funds to help incentivize small businesses to lease vacant retail space.
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	Property owners throughout the City of Hartford who have been affected by the COVID-19 pandemic and unable to lease their vacant retail spaces in the city's central business district and neighborhood commercial corridors, which include disproportionately effected census tracts.
Number of small businesses served (by program if recipient establishes multiple separate small businesses assistance programs)	25

Project Name: REENTRY WELCOME CENTER

Project Identification Number	C2212
Project Expenditure Category	1-Public Health

Project Expenditure Subcategory	1.11-Community Violence Interventions
Status To Completion	Completed less than 50%
Total Cumulative Obligations	\$300,000.00
Total Cumulative Expenditures	\$0.00
Current Period Obligations	\$0.00
Current Period Expenditures	\$0.00
Project Description	Expand the number of city residents eligible to receive support services to ensure their successful reintegration from incarceration into community
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	2 Imp Low or moderate income HHs or populations
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	The Center offers individuals returning home from incarceration information, referrals, and services such as basic needs, housing, substance abuse/mental health, medical, employment, and help with identification.
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	City of Hartford has one of the largest ex-offender populations in the State of CT, which includes residents who primarily live in disproportionately effected census tracts.

Project Name: SMALL BUSINESSES-EXPAND IN VACANT SPACES

Project Identification Number	D2271
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	
Total Cumulative Obligations	\$3,000,000.00
Total Cumulative Expenditures	\$1,000,000.00
Current Period Obligations	\$0.00
Current Period Expenditures	\$1,000,000.00
Project Description	Support small businesses ability to expand in vacant spaces

Project Name: YOUTH ENGAGEMENT

Project Identification Number	M2290
Project Expenditure Category	2-Negative Economic Impacts
Project Expenditure Subcategory	2.37-Economic Impact Assistance: Other
Status To Completion	Completed 50% or more
Total Cumulative Obligations	\$1,324,159.00
Total Cumulative Expenditures	\$919,638.70
Current Period Obligations	\$851,676.00
Current Period Expenditures	\$512,251.20
Project Description	Grant funding to youth providers for summer and year round programming
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	2 Imp Low or moderate income HHs or populations

Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	Grant funding to youth providers for summer and year round programming
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	City of Hartford youth are among the most disproportionately impacted youth in the State of CT; those served by the grants have access to a variety of afterschool opportunities to regain social and emotional skills lost during the pandemic
National Center for Education Statistics ("NCES") School ID or NCES District ID. List the School District if all schools within the school district received some funds	1

Subrecipients

Subrecipient Name: Blue Hills Civic Association Inc.

TIN	06-0876558
Unique Entity Identifier	
POC Email Address	
Address Line 1	410 Homestead Ave.
Address Line 2	
Address Line 3	
City	Hartford
State	CT
Zip	6112
Zip+4	
Entity Type	
Is the Recipient Registered in SAM.Gov?	Yes

Subrecipient Name: Hartford Knights Corporation

TIN	83-0368833
Unique Entity Identifier	
POC Email Address	
Address Line 1	175 Main St.
Address Line 2	
Address Line 3	
City	Hartford
State	CT
Zip	6106
Zip+4	
Entity Type	
Is the Recipient Registered in SAM.Gov?	No
In the preceding fiscal year, did recipient receive 80% or more of its annual gross revenue from federal funds?	No
In the preceding fiscal year, did recipient receive \$25 million or more of its annual gross revenue from federal funds?	No

Subrecipient Name: Community Partners In Action Inc.

TIN	06-0646592
Unique Entity Identifier	
POC Email Address	
Address Line 1	110 Bartholomew Ave

Address Line 2	
Address Line 3	
City	Hartford
State	CT
Zip	6106
Zip+4	
Entity Type	
Is the Recipient Registered in SAM.Gov?	Yes

Subrecipient Name: MetroHartford Alliance Inc.

TIN	06-1614518
Unique Entity Identifier	
POC Email Address	
Address Line 1	31 Pratt St.
Address Line 2	5th Floor
Address Line 3	
City	Hartford
State	CT
Zip	6013
Zip+4	
Entity Type	
Is the Recipient Registered in SAM.Gov?	Yes

Subrecipient Name: GIRLS FOR TECHNOLOGY

TIN	465696249
Unique Entity Identifier	RE2NGDMEPQX5
POC Email Address	
Address Line 1	750 MAIN STREET
Address Line 2	STE 1210
Address Line 3	
City	HARTFORD
State	CT
Zip	06103
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	Yes

Subrecipient Name: BOYS GIRLS CLUB OF HARTFORD

TIN	066026005

Unique Entity Identifier	FPHJKRAF1MU3
POC Email Address	
Address Line 1	170 SIGOURNEY STREET
Address Line 2	
Address Line 3	
City	HARTFORD
State	CT
Zip	06105
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	Yes

Subrecipient Name: CAMP COURANT INC

TIN	061018155
Unique Entity Identifier	
POC Email Address	
Address Line 1	285 BROAD STREET
Address Line 2	
Address Line 3	
City	HARTFORD
State	CT
Zip	06115
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	No
In the preceding fiscal year, did recipient receive 80% or more of its annual gross revenue from federal funds?	No
In the preceding fiscal year, did recipient receive \$25 million or more of its annual gross revenue from federal funds?	No
Is the "total compensation" for the organization's five highest paid officers publicly listed or otherwise listed in SAM.gov?	Yes

Subrecipient Name: YWCA OF THE GREATER HARTFORD REGION

TIN	060646993
Unique Entity Identifier	KX5GQLT7ATE9
POC Email Address	
Address Line 1	135 BROAD STREET
Address Line 2	
Address Line 3	
City	HARTFORD

State	CT
Zip	06105
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	Yes

Subrecipient Name: AMERICAN YOUTH FOOTBALL INC

TIN	894904992
Unique Entity Identifier	
POC Email Address	
Address Line 1	80 HARVARD STREET
Address Line 2	
Address Line 3	
City	HARTFORD
State	CT
Zip	06106
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	No
In the preceding fiscal year, did recipient receive 80% or more of its annual gross revenue from federal funds?	No
In the preceding fiscal year, did recipient receive \$25 million or more of its annual gross revenue from federal funds?	No
Is the "total compensation" for the organization's five highest paid officers publicly listed or otherwise listed in SAM.gov?	Yes

Subrecipient Name: CENTER FOR LATINO PROGRESSCT PUERTO RICAN FORUM

TIN	061385027
Unique Entity Identifier	
POC Email Address	
Address Line 1	95 PARK STREET
Address Line 2	3RD FLOOR
Address Line 3	
City	HARTFORD
State	CT
Zip	06106
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	No

In the preceding fiscal year, did recipient receive 80% or more of its annual gross revenue from federal funds?	No
In the preceding fiscal year, did recipient receive \$25 million or more of its annual gross revenue from federal funds?	No
Is the "total compensation" for the organization's five highest paid officers publicly listed or otherwise listed in SAM.gov?	Yes

Subrecipient Name: URISE VENTURES

TIN	822053282
Unique Entity Identifier	
POC Email Address	
Address Line 1	1229 ALBANY AVE
Address Line 2	
Address Line 3	
City	HARTFORD
State	CT
Zip	06112
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	No
In the preceding fiscal year, did recipient receive 80% or more of its annual gross revenue from federal funds?	No
In the preceding fiscal year, did recipient receive \$25 million or more of its annual gross revenue from federal funds?	No
Is the "total compensation" for the organization's five highest paid officers publicly listed or otherwise listed in SAM.gov?	Yes

Subrecipient Name: ACTIVE CITY

TIN	320433528
Unique Entity Identifier	
POC Email Address	
Address Line 1	237 OXFORD ST
Address Line 2	
Address Line 3	
City	HARTFORD
State	CT
Zip	06105
Zip+4	
Entity Type	Subrecipient
Is the Recipient Registered in SAM.Gov?	No

In the preceding fiscal year, did recipient receive 80% or more of its annual gross revenue from federal funds?	No
In the preceding fiscal year, did recipient receive \$25 million or more of its annual gross revenue from federal funds?	No

Subawards

Subaward No: 20223021

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$500,000.00
Subaward Date	1/1/2022
Place of Performance Address 1	170 SIGOURNEY ST
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06105
Place of Performance Zip+4	
Description	Provide funds to the Boys and Girls Club to reopen the club in the City's Northwest community to serve 1,000 youth each year and provide quality programs and services to the next four generations of Harford's children in the Northwest community.
Subrecipient	BOYS GIRLS CLUB OF HARTFORD
Period of Performance Start	1/1/2022
Period of Performance End	6/30/2022

Subaward No: 20223796

Subaward Type	Contract: Purchase Order
Subaward Obligation	\$300,000.00
Subaward Date	3/17/2022
Place of Performance Address 1	237 OXFORD ST
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06105
Place of Performance Zip+4	
Description	Funding earmarked for youth sports and recreation in the City of Harford to build a more physically active and healthy community.
Subrecipient	ACTIVE CITY
Period of Performance Start	3/17/2022
Period of Performance End	12/31/2022

Subaward No: 20222877

Subaward Type	Contract: Purchase Order
Subaward Obligation	\$600,000.00
Subaward Date	1/1/2022
Place of Performance Address 1	750 MAIN STREET
Place of Performance Address 2	STE 1210
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06103
Place of Performance Zip+4	
Description	Provide a 10-week co-designed program targeting trainees ages 18-24. Also provide full-time work opportunities to 60 work ready individuals throughout the 2022 calendar year.
Subrecipient	GIRLS FOR TECHNOLOGY
Period of Performance Start	1/1/2022
Period of Performance End	12/31/2022

Subaward No: 20223004

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$100,000.00
Subaward Date	2/9/2022
Place of Performance Address 1	80 HARVARD STREET
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06106
Place of Performance Zip+4	
Description	PROVIDE HARTFORD CHILDREN WITH SOCIAL EMOTIONAL LEARNING NEEDS AND POSITIVE YOUTH DEVELOPMENT PROGRAMMING
Subrecipient	AMERICAN YOUTH FOOTBALL INC
Period of Performance Start	2/9/2022
Period of Performance End	6/30/2022

Subaward No: 20223005

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$139,006.00
Subaward Date	2/9/2022
Place of Performance Address 1	1229 ALBANY AVE

Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06112
Place of Performance Zip+4	
Description	To provide business and entrepreneurship services to youth engaging in Hartford UNITY programming.
Subrecipient	URISE VENTURES
Period of Performance Start	2/9/2022
Period of Performance End	6/30/2022

Subward No: 20223708

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$99,180.00
Subaward Date	1/1/2022
Place of Performance Address 1	135 BROAD STREET
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06105
Place of Performance Zip+4	
Description	Provide youth engagement programming to children and youth engaging in Hartford Summer UNITY Programming. Serving approximately 90 Hartford youth per year.
Subrecipient	YWCA OF THE GREATER HARTFORD REGION
Period of Performance Start	1/1/2022
Period of Performance End	6/30/2022

Subward No: 20223974

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$121,091.00
Subaward Date	1/1/2022
Place of Performance Address 1	95 PARK STREET
Place of Performance Address 2	3RD FLOOR
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06106

Place of Performance Zip+4	
Description	Provide services to youth engaging in Hartford Summer UNITY Programming. Program anticipates serving approx. 60 Hartford youth per year.
Subrecipient	CENTER FOR LATINO PROGRESSCT PUERTO RICAN FORUM
Period of Performance Start	1/1/2022
Period of Performance End	6/30/2022

Subward No: 20222626

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$129,700.00
Subaward Date	1/1/2022
Place of Performance Address 1	410 HOMESTEAD AVE
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06112
Place of Performance Zip+4	
Description	To provide after school enrichment services to youth engaging in Hartford Summer UNITY Programming. The program anticipates serving up to 50 youth per year.
Subrecipient	Blue Hills Civic Association Inc.
Period of Performance Start	1/1/2022
Period of Performance End	6/30/2022

Subward No: 2A-HKC

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$58,880.00
Subaward Date	7/1/2021
Place of Performance Address 1	175 Main St.
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	Hartford
Place of Performance State	CT
Place of Performance Zip	06106
Place of Performance Zip+4	
Description	Provide Hartford children with social emotional learning needs and positive youth development programming.
Subrecipient	Hartford Knights Corporation

Period of Performance Start	7/1/2021
Period of Performance End	8/31/2021

Subaward No: 20222352-1

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$3,000,000.00
Subaward Date	12/31/2021
Place of Performance Address 1	31 PRATT STREET
Place of Performance Address 2	5TH FLOOR
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06103
Place of Performance Zip+4	
Description	Support small businesses ability to expand in vacant spaces
Subrecipient	MetroHartford Alliance Inc.
Period of Performance Start	1/1/2022
Period of Performance End	12/31/2024

Subaward No: 20222525

Subaward Type	Contract: Purchase Order
Subaward Obligation	\$300,000.00
Subaward Date	12/1/2021
Place of Performance Address 1	110 BARTHOLEMEW AVE
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06106
Place of Performance Zip+4	
Description	Expand Hartford's Reentry Welcome Center, providing on-site services, referrals to community partners and overall program management.
Subrecipient	Community Partners In Action Inc.
Period of Performance Start	12/1/2021
Period of Performance End	6/30/2022

Subaward No: 20222352

Subaward Type	Grant: Lump Sum Payment(s)
Subaward Obligation	\$3,000,000.00

Subaward Date	12/21/2021
Place of Performance Address 1	30 PRATT STREET
Place of Performance Address 2	5TH FLOOR
Place of Performance Address 3	
Place of Performance City	HARTFORD
Place of Performance State	CT
Place of Performance Zip	06103
Place of Performance Zip+4	
Description	HartLift program established to provide commercial property owners with funds to help incentivize small businesses to lease their vacant spaces and provide a much-needed economic boost in Hartford's downtown and neighborhood commercial corridors.
Subrecipient	MetroHartford Alliance Inc.
Period of Performance Start	1/1/2022
Period of Performance End	12/31/2024

Expenditures

Expenditures for Awards more than \$50,000

Expenditure: EN-00306916

Project Name	YOUTH ENGAGEMENT - BOYS AND GIRLS CLUB
Subaward ID	SUB-0196622
Subaward No	20223021
Subaward Amount	\$500,000.00
Subaward Type	Grant: Lump Sum Payment(s)
Subrecipient Name	
Expenditure Start	2/14/2022
Expenditure End	3/31/2022
Expenditure Amount	\$250,000.00

Expenditure: EN-00306901

Project Name	YOUTH EMPLOYMENT INITIATIVE
Subaward ID	SUB-0192173
Subaward No	20222877
Subaward Amount	\$600,000.00
Subaward Type	Contract: Purchase Order
Subrecipient Name	
Expenditure Start	2/2/2022
Expenditure End	3/31/2022
Expenditure Amount	\$195,000.00

Expenditure: EN-00316803

Project Name	YOUTH ENGAGEMENT
Subaward ID	SUB-0193534
Subaward No	20223004
Subaward Amount	\$100,000.00
Subaward Type	Grant: Lump Sum Payment(s)
Subrecipient Name	
Expenditure Start	2/14/2022
Expenditure End	3/31/2022
Expenditure Amount	\$75,000.00

Expenditure: EN-00316808

Project Name	YOUTH ENGAGEMENT
Subaward ID	SUB-0201737
Subaward No	20222626
Subaward Amount	\$129,700.00
Subaward Type	Grant: Lump Sum Payment(s)
Subrecipient Name	
Expenditure Start	1/1/2022
Expenditure End	3/31/2022
Expenditure Amount	\$97,275.00

Expenditure: EN-00316812

Project Name	YOUTH ENGAGEMENT
Subaward ID	SUB-0200569
Subaward No	20223005
Subaward Amount	\$139,006.00
Subaward Type	Grant: Lump Sum Payment(s)
Subrecipient Name	
Expenditure Start	2/14/2022
Expenditure End	3/31/2022
Expenditure Amount	\$104,254.50

Expenditure: EN-00040387

Project Name	YOUTH ENGAGEMENT
Subaward ID	SUB-0030082
Subaward No	2A-HKC
Subaward Amount	\$58,880.00
Subaward Type	Grant: Lump Sum Payment(s)
Subrecipient Name	
Expenditure Start	12/20/2021
Expenditure End	12/20/2021
Expenditure Amount	\$58,880.00

Expenditure: EN-00314348

Project Name	HART-LIFT DOWNTOWN STABILIZATION
Subaward ID	SUB-0193511

Subaward No	20222352
Subaward Amount	\$3,000,000.00
Subaward Type	Grant: Lump Sum Payment(s)
Subrecipient Name	
Expenditure Start	1/1/2022
Expenditure End	3/31/2022
Expenditure Amount	\$1,000,000.00

Aggregate Expenditures for Awards less than \$50,000

Expenditure: EN-00306881

Project Name	VIOLENCE REDUCTION COORDINATION
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$4,828.13
Total Period Obligation Amount	\$4,828.13

Expenditure: EN-00317604

Project Name	YOUTH ENGAGEMENT
Subaward Type (Aggregates)	Aggregate of Grants Awarded
Total Period Expenditure Amount	\$235,721.70
Total Period Obligation Amount	\$262,699.00

Expenditure: EN-00040378

Project Name	YOUTH ENGAGEMENT
Subaward Type (Aggregates)	Aggregate of Grants Awarded
Total Period Expenditure Amount	\$348,507.50
Total Period Obligation Amount	\$413,603.00

Report

Revenue Replacement

Is your jurisdiction electing to use the standard allowance of up to \$10 million, not to exceed your total award allocation, for identifying revenue loss?	No
---	----

2020

Base Year General Revenue	\$825,140,341.00
Year End Date	6/30/2020
Growth Adjustment Used	5.200%
Actual General Revenue	\$906,760,146.00
Estimated Revenue Loss Due to Covid-19 Public Health Emergency	\$0.00
Were Fiscal Recovery Funds used to make a deposit into a pension fund?	No
Please provide an explanation of how revenue replacement funds were allocated to government services	n/a

2021

Base Year General Revenue	\$825,140,341.00
Year End Date	6/30/2021
Growth Adjustment Used	5.20%
Actual General Revenue	\$869,403,179.00
Estimated Revenue Loss Due to Covid-19 Public Health Emergency	\$43,782,937.00
Were Fiscal Recovery Funds used to make a deposit into a pension fund?	No
Please provide an explanation of how revenue replacement funds were allocated to government services	To cover costs for health insurance benefits for city staff, including public service and all other employees of the government, library operating expenses and information technology division costs.

Overview

Total Obligations	\$38,963,811.76
Total Expenditures	\$33,304,291.46
Total Number of Projects	11
Total Number of Subawards	10
Total Number of Expenditures	12

Certification

Name	JENNIFER HOCKENHULL
Telephone	(860) 324-0078
Title	CFO/Director of Management, Budget and Grants
Email	jennifer.hockenhull@hartford.gov
Submission Date	4/30/2022 11:40 AM