

MEMORANDUM OF AGREEMENT
BETWEEN
THE CITY OF SAINT PAUL
AND
CLASSIFIED CONFIDENTIAL EMPLOYEES ASSOCIATION

This MOA is entered into by the City of Saint Paul (hereinafter “City”) and Classified Confidential Employees Association (hereinafter “Union”) for the purpose of regrading the following classification:
Benefits Specialist

The City recently completed a market study of approximately 125 job titles. The City completed an RFP process and selected Baker Tilly to complete the market study. As part of their research, Baker Tilly made requests for data from over 20 public peers, including metro-area jurisdictions with whom the city competes directly for talent, and several peer communities throughout the Midwest in terms of population and budget. Data was received from 18 of these jurisdictions. Data from three reputable, published surveys was included to represent the private sector. Evaluations were then made of salary ranges at the minimum, midpoint, and maximum of the range.

Based on the results of the study, determinations were made that the classification listed above will be regraded.

The parties agree:

- 1) Effective the pay period following City Council approval, the following changes will be made:
 - a.) Benefits Specialist classification will move from the current grade 33C to grade 35C.
 - b.) The Benefits Specialist classification current salary schedule does not have grade 35C, with this MOA, grade 35C will be added to the salary schedule. The new grade will be:

GRADE 35C

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$32.63	\$34.09	\$35.68	\$37.38	\$38.41	\$40.06	\$40.98

- 2) Employees will move to the equivalent step in the new grade, which will result in an increase in the employees’ hourly wage. Grade changes are neither a promotion, nor a change in job function or level of responsibility. Employees are in the same classification at a different grade.
- 3) Employees in these classifications will not have any changes made to the timing of their step movement and/or eligibility for performance pay.
- 4) This MOA will supersede Appendix A in the collective bargaining agreement for the listed classifications indicated above only.
- 5) This MOA sets no precedent.
- 6) This MOA will become effective the last pay period in December 2025, which will be December 27, 2025.

FOR THE CITY:

Jason Schmidt
Jason Schmidt (Oct 31, 2025 11:07:39 CDT)

Oct 31, 2025

Jason Schmidt
Deputy Director Human Resources

Date

FOR THE UNION:

Michelle LeBow

Oct 31, 2025

Michelle LeBow, President
Classified Confidential Employees Association

Date