# MEMORANDUM OF AGREEMENT
## BETWEEN
## THE CITY OF SAINT PAUL
## AND
## MANUAL & MAINTENANCE SUPERVISORS ASSOCIATION

This Memorandum of Agreement (hereinafter "MOA") applies to the parties below:

Definition: Forestry Supervisors will be allowed to volunteer to be placed on the Forestry on-call schedule. If there are not enough volunteers, Supervisors shall be assigned to the Forestry on-call schedule based on reverse seniority to provide adequate staffing. Supervisors on the Forestry on-call schedule shall be required to answer a page or call, and report to the Forestry offices to perform necessary work during hours outside their normal work shift, shall be considered "on-call." In the event a Forestry Supervisor is unable to perform an assigned date, Forestry Management will approve a replacement, which may include a Forestry Supervisor, Forestry Crew Leader or a certified Arborist.

Requirements: If assigned as on-call, employees must ensure they are available to be contacted. Employees must return calls within fifteen (15) minutes of receiving a page or voicemail message. If required to return to work, employees must be able to do so within forty-five (45) minutes of being contacted.

Compensation: Forestry Supervisors who are on-call will receive three (3) hours of pay at one and one-half times (1.5) the employee's hourly rate per day for each weekday (Monday-Friday) they are assigned on-call. A week day shall consist of the hours from 3:30 p.m. until 7:00 a.m. the following morning Monday-Friday. Forestry Supervisors who are on-call for each weekend day (Saturday or Sunday) as designated by the collective bargaining agreement will receive four (4) hours of pay at one and one-half times (1.5) the employee's hourly rate per day. Forestry Supervisors who are on-call on a Holiday will receive four (4) hours of pay at one and one-half times (1.5) the employee's hourly rate of pay. A weekend and Holiday shall consist of a period from 7:00 a.m. until 7:00 a.m. the following morning.

In addition to the above compensation, Forestry Supervisors who are on-call and are contacted to report to work shall be granted four (4) hours minimum compensation either in compensatory time or overtime for their effort per 4-hour time period. If the resolution of the problem takes less than two hours and forty minutes, the employees will be paid straight time for the four (4) hour minimum. If the resolution of the problem takes more than two hours and forty minutes, then overtime provisions of the contract will apply.

Scheduling: Forestry Management staff will create a list of employees who will be scheduled for on-call status. This list will follow a rotation based on Forestry Supervisor and Crew Leader seniority, as detailed in the Collective Bargaining Agreement.

If a previous engagement exists that renders an employee unable to perform on-call duties on a day during their assigned week to be on-call, it is the employee's responsibility to find a substitute, approved by Forestry management, to be on-call for that day. If the employee is unable to find a substitute, the employee is expected to respond to any calls for service. If a substitute can be found, the employee will not receive the daily payment as detailed above, and the substitute shall receive the daily on-call payment.

If an unforeseeable qualilfying circumstance exists, that would allow an employee to utilize Earned Sick and Safe Time under the City's Earned Sick and Safe Time Policy, that renders a supervisory unable to perform on-call duties during their assigned time period to be on-call, it is the employee's responsibility to immediately notify their supervisor and state that they are unable to attempt to seek a replacement due to unforeseeable circumstances and their supervisor will seek a replacement.

This agreement supersedes any applicable language in both the Collective Bargaining Agreement as well as any applicable Civil Service Rules. The terms of this MOA shall run concurrently with the 2026-2028 collective bargaining agreement and shall renew annually thereafter unless one party provides written notice of the desire to end the MOA prior to its renewal for a subsequent year.

**FOR THE CITY:**

Jason Schmidt
Jason Schmidt (Aug 18, 2026 15:29:35 CDT) Aug 18, 2026

Jason Schmidt Date
Human Resources Deputy Director

Aug 18, 2026

Nicki Bohen Date
Labor Relations Specialist

**FOR THE UNION:**

Joe Grau Aug 18, 2026

Joseph Grau, President Date
Manual & Maintenance Supervisors Association