

**Contract: Local 424, Unit 128 (UPSEU) Parks & Blue Collar
July 1, 2020 – June 30, 2025**

Legislative Timeline:

Union Ratification	February 24, 2023
BOA Submission Deadline Date	Regular Agenda submission 2/27/23 Suspension Agenda submission prepared
First full BOA meeting	March 7, 2023
Finance Committee Meeting	March 13, 2023
Second full BOA meeting (for approval)	March 20, 2023 or April 3, 2023
Deadline for Legislative action	April 8, 2023

Done: Mark up contract (redline) so changes can be reviewed by City and union; once reviewed and finalized, make a list of all changes for distribution memo to department heads; accept changes and finalize clean contract for signatures

Done: Prepare BOA submission (coordinate cost info with Mike Gormany)

Once BOA approves:

- Send salary information to Payroll and IT for programming and scheduling retroactive payments and GWIs
- Send Medical Benefit information to HR for scheduling of info sessions and reenrollment
- Coordinate signatures with union/Mayor (schedule with Mayor's office)
- Arrange for printing with XEROX
- Distribute contract electronically to Department Heads with memo and summary of contract changes
- Send electronic copy of contract to HR for inclusion on website
- Copies of contract provided to union