



PLUMBERS Local 130 UA

1340 West Washington Boulevard • Chicago, Illinois 60607-1988

Phone: (312) 421-1010 • Fax: (312) 421-9633

KENNETH A. TURNQUIST
Financial Secretary-Treasurer

JAMES F. COYNE
Business Manager

PATRICK F. McCARTHY
Recording Secretary

November 16, 2023

RE: Retroactive Payments, Changes to Payroll Dates, and Enrollment in Greenslips and Direct Deposit

Dear Brothers & Sisters,

Please find enclosed an important memo from the City of Chicago Department of Finance regarding several important changes related to employee pay that will go into effect December 2, 2023. If you have any questions, please contact Business Representative John Hosty at 312-841-6337 or by email jhosty@ualocal130.org.

Fraternally,

James F. Coyne
Business Manager

JFC:lo

cc: John Hosty, Local 130 Business Representative



Memo

To: All COUPE Local Union Members

From: Department of Finance

Date: November 9, 2023

SUBJECT: Retroactive Payments, Changes to Payroll Dates, and Enrollment in GreenSlips and Direct Deposit

This is to inform COUPE local union members of several important changes relating to employee pay that will go into effect December 2, 2023 as noted below:

Retroactive Pay

The City anticipates that the retroactive pay negotiated by COUPE local unions will be paid on **December 12, 2023**. This payment is scheduled to aid in the transition of pay dates from December 16th to December 22nd for those members who are currently paid on the 1st and 16th of the month. The retroactive payment will be sent via direct deposit for those who are currently enrolled, otherwise a paper check will be issued.

Changes to Pay Dates

For employees who are currently paid on the 1st and 16th of the month, the new pay dates will begin in **December 2023**. Employees will receive pay on November 16th, December 1st, and December 22nd. Employees will not receive pay on December 16th, and that payment will be made on December 22nd. All members affected by these changes are strongly encouraged to take them into account when planning for monthly bills, automated withdrawals, and other financial obligations, including providing notice to child support recipients.

The chart below depicts how the check dates are associated to the pay periods.

Pay Period	Current Check Date	New Check Date
1st--15th	16th of the month	22nd of the month
16th--end of month	1st of the following month	7th of the following month

Please note the City of Chicago makes twenty-four (24) payroll payments each year and has twenty-four (24) pay periods each year. This change will not remove or add a payroll payment/cycle, it will only change the date the payroll payment is received.

Additional Information

Step raises and cost of living raises will continue to be effective on the 1st and 16th of the month and paid out on the 7th and 22nd of the month.

We encourage all employees who currently receive paper checks to enroll in direct deposit and GreenSlips to allow for 24/7 access to pay slips and W2s.

Direct Deposit Enrollment

If you are not currently enrolled in direct deposit, please use the link below to enroll.

<https://webapps4.chicago.gov/eforms/directdepositenrollment>

GreenSlips Enrollment

If you are not currently enrolled in GreenSlips, please use the link below to enroll.

Members should visit https://www.chicago.gov/city/en/depts/fin/supp_info/GreenSlips.html

To access GreenSlips, the following information is needed:

Username: cityofchicago\Active Directory # (this is the number used to unlock the City PC)

Password: your network password

Please direct any questions you may have relating to this correspondence to your department's Human Resources Section.

Thank you for your attention to this matter.

Sincerely,

Payroll Section
Department of Finance