

LETTER OF AGREEMENT
by and between
IBEW, Local 483 Supervisors' Unit
And
The City of Tacoma

Accretion of the Hydro Parks Supervisor Classification Series

The City of Tacoma and International Brotherhood of Electrical Workers, Local 483 Supervisors' Unit (Union) hereby enter into this Letter of Agreement (LOA) which shall be attached to the collective bargaining agreement and incorporated as though fully set forth.

Employees in the classification of Hydro Parks Supervisor and Assistant Hydro Parks Supervisor selected IBEW Local 483 as their exclusive bargaining representative for purposes of collective bargaining. This was certified by the Public Employment Relations Commission (PERC) on June 9, 2023.

It is hereby agreed that these classifications are recognized and incorporated into and covered by the terms and conditions of the IBEW Local 483 Supervisor's Unit collective bargaining agreement (CBA). Further, the parties agree to the following:

ARTICLE 6 – WORK RULES

NEW SECTION: Section 6.8 – Hydro Parks Supervisor & Hydro Parks Supervisor, Assistant:

- A. These classifications shall be part of the Classified Service, consistent with Section 1.24.290 of the Tacoma Municipal Code.
- B. These classifications are salaried Class D employees under Section 1.12.080 of the Tacoma Municipal Code and are not eligible for overtime compensation or compensatory time off.
- C. **Shifts and Scheduled Work** – Employees in these classifications will be required to work a schedule that provides coverage at the parks from 6 a.m. to 10 p.m. during the prime recreation season. During the off-season, employees will be regularly scheduled to work shifts that begin and end between 7 a.m. and 5 p.m.

There will be one employee designated as the “rover” who will be required to provide coverage as needed at all parks during the off-season.

- D. **Standby Pay** – When required by the City, an employee in a standby capacity outside regular working hours shall receive standby pay per the rate prescribed in Section 6.17 of the Tacoma Joint Labor Agreement. Management will determine when an employee is in a standby status. When assigned to standby, employees shall receive a City-issued cell phone and must remain fit for duty. Following a call back to work, an employee assigned to standby must be able to return to their primary duty location within thirty (30) minutes if provided housing under Section 6.8(H), or within forty-five (45) minutes if housing is not provided.
- E. **Clothing** – Employees will be provided with logo wear consisting of a minimum of seven (7) shirts, two (2) sweatshirts, one (1) jacket, and three (3) hats.

- F. **Footwear** – Upon completion of probation, each employee will receive an annual allowance of three hundred dollars (\$300) to be paid during a paycheck in January. Appropriate footwear purchased by employees must meet the criteria set forth by the City Safety Officer and the requirements of an employee's assigned duties as determined by management. The City will continue to provide Personal Protective Equipment as required by applicable safety codes.
- G. **Rain Gear** – Each permanent employee shall be reimbursed up to two hundred and seventy five dollars (\$275) for the purchase of rain gear after receiving proper approval from the Power Utility Senior Manager if appropriate rain gear is not already provided. All rain gear must be of a pre-approved high visibility color and will have the Tacoma Parks logo printed on the front and back. The costs for the logo application will be borne by the City. Upon separation or replacement of rain gear, the rain gear will be returned to the Senior Manager.
- H. **Housing** – The city will provide housing for employees at specified/designated locations identified by the City and per TMC 1.12.130.
- I. **Personal Time Off (PTO)** – Employees will earn PTO per Section 1.12.248 of the TMC. Unless otherwise agreed by management:
1. Between May 15th and September 15th each employee will be allowed to take up to five (5) PTO days, which may coincide with their days off.
 2. Only one employee per park may be allowed PTO at a time.
 3. Additional leave may be approved at the discretion of management, or as required by applicable protected leave policies.
- J. **Holidays - Time Off in Lieu of Holidays**
1. Employees may be granted days off in lieu of holidays. Holidays or time off in lieu of holidays shall be scheduled to meet the operating requirements of the park and, as far as practicable, the employees' preferences.
 2. In the event an employee schedules time off in lieu of holidays for the end of the year and is unable to use the holidays due to continuous illness or disability, the City may approve the holidays to be carried over for use in the following year, with a written request submitted to the Human Resources Department before the end of the calendar year in which the holidays could not be used.
 3. To meet the necessary scheduling of personnel, the City may permit employees to take time off in lieu of holidays in advance of the occurrence of the holiday, provided that upon termination of the member who has been paid in advance for a holiday or holidays, such payments shall be deducted from any wages or PTO accrual payments to which the member would otherwise be entitled; or, in the event that there are no such payments due, the member shall repay the City such unearned advance holiday payments.
 4. Upon separation from the City service employees shall be compensated for any unused holidays or days off in lieu thereof to which they are entitled as outlined in this section.

- K. **Certifications** – For employees required to maintain a Wastewater Treatment Plant Certification, the city shall pay for the total cost of tuition and testing for employees who take and complete the certification. Employees who receive the certification will receive a two-and-one-half percent (2.5%) application of rate.
- L. **Labor Management Committee** – In the interest of ongoing collaboration toward a safe and positive work environment, the parties agree to convene regular and ongoing Labor Management Committee (LMC) meetings to discuss topics of shared interest, including but not limited to: technology, housing policy, and “rover” position.

APPENDIX A

NEW SECTION: Hydro Park Supervisors and Hydro Park Supervisor, Assistants:

Effective retroactive to the execution of a “Christie Agreement” or upon City Council approval (whichever occurs earlier), the classifications of Hydro Park Supervisor and Hydro Parks Supervisor, Assistant will receive a two and three quarters percent (2.75%) General Wage Increase. The resulting 2024 wage table will be as follows:

Code	A	Classification	Step 1	Step 2	Step 3	Step 4	Step 5
20850		Hydro Parks Supervisor	52.92	55.56	58.33	61.25	64.31
20860		Hydro Parks Supervisor, Assistant	42.59	44.72	46.96	49.31	51.78

Effective January 1, 2025 or upon City Council approval (whichever occurs later), Hydro Parks Supervisors and Hydro Parks Supervisor, Assistants will receive a two and three quarters percent (2.75%) General Wage Increase.

Each Hydro Parks Supervisor and Hydro Parks Supervisor, Assistant employed on the date of City Council approval will receive a one time lump sum payment of one thousand (\$1,000) dollars.

Progression through salary steps for employees in these classifications will be consistent with Section 1.12.030 of the Tacoma Municipal Code. Effective retroactive to the execution of a “Christie Agreement” or upon City Council approval (whichever occurs earlier) salary step placement for incumbent employees will be as provided for by Exhibit A to this document.


Effective retroactive to the execution of a “Christie Agreement” or upon City Council approval (whichever occurs earlier), Hydro Parks Supervisors and Hydro Parks Supervisor, Assistants will be eligible for Longevity Pay.

EXECUTED THIS _____ DAY OF _____, 2024.

City of Tacoma

Local 483, International Brotherhood
of Electrical Workers, Supervisors'
Unit

Elizabeth Pauli
City Manager



Byron Allen
Business Manager

Jackie Flowers
Director of Public Utilities

Chris Robinson
Tacoma Power Superintendent

Shelby Fritz
Human Resources Director

Dylan Carlson
Labor Relations Division Manager

Approved as to form:

Deputy City Attorney

Exhibit A to Letter of Agreement - Accretion of the Hydro Parks Supervisor Classification Series

Last name	First name	Position	Current Step	Hire Date Current Class	Next Step Elig Date	Years in Class	Proposed New Step 2024	Next Step Eligible
Lofton	Gary	Hydro Parks Sup	2	2/5/2018	8/5/2018	6.3	New Step 5	NA
Petrino	Michael	Hydro Parks Sup	3	11/25/2019	5/25/2020	4.5	New Step 4	5/25/2025
Sarber	Krisandra	Hydro Parks Sup	2	1/6/2020	7/6/2020	4.4	New Step 4	7/6/2025
Martin	Benjamin	Hydro Parks Sup	1	4/8/2024	4/8/2025	0.2	New Step 1	4/8/2025
Valadez	Conner	Hydro Parks Sup, Asst	4	4/2/2018	10/2/2018	6.2	New Step 5	NA
Meade	Colin	Hydro Parks Sup, Asst	3	9/14/2020	3/14/2021	3.7	New Step 4	3/14/2025
Anderson	Baily	Hydro Parks Sup, Asst	2	1/17/2023	1/17/2024	1.4	New Step 2	1/17/2025
Fisher	Skyla	Hydro Parks Sup, Asst	4	5/20/2024	5/20/2025	2.8	New Step 2	5/20/2025