

**LETTER OF AGREEMENT  
BY AND BETWEEN  
CITY OF TACOMA  
AND  
PROFESSIONAL AND TECHNICAL EMPLOYEES, LOCAL # 17**

**Re: Shift Changes at Public Works Department and the Environmental Services Department**

The following is an agreement reached between the City of Tacoma (City) and the Professional and Technical Employees, Local 17 (Union) regarding shift changes during emergencies.

The Parties hereby agree to the following amendment to Article 11, Nonstandard Working Conditions, Section 11.7 of the current collective bargaining agreement:

Section 11.7- Shift Incentive Pay

The following three criteria must be met for shift incentives to apply:

1. The shift must have been formally established.
2. The employee is assigned the shift as their regular, ongoing work schedule.
3. The employee must actually work the shift.

An employee assigned to work the swing shift and who meets the defined criteria shall receive shift incentive pay, which is an application of rate of three percent (3%) above his/her regular rate of pay. An employee assigned to work the graveyard shift shall receive an application of rate of five percent (5%). Employees will receive shift differential only for actual hours worked on that shift. The City and the Union agree that an employee assigned to any shift that begins:

1. On or after 3:00 p.m. but before 10:00 p.m. will receive the swing shift application of rate.
2. On or after 10:00 p.m. but before 3:00 a.m. will receive the graveyard application of rate.

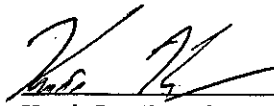
Employees, who are required to work a temporarily modified shift, i.e. start and stop times are altered by more than two (2) hours, shall receive twenty-four (24) hours notice of said modification.

In the event, the Employee does not receive the required twenty-four (24) hour notification, all hours worked outside the employee's regular shift shall be paid at the appropriate overtime rate or equivalent compensatory time off.

This Agreement does not set a precedent or establish a practice for similar matters which will be addressed by the Parties on a case-by-case basis.

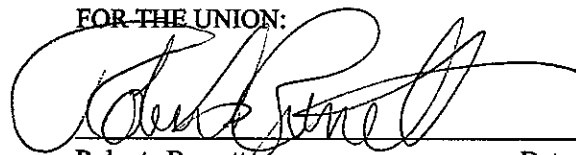
FOR THE CITY:

  
Joy M. St. Germain 4-18-2013  
Joy M. St. Germain Date  
Human Resources Director

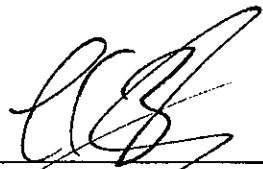
  
Kurtis D. Kingsolver, P.E. 4/19/13  
Kurtis D. Kingsolver, P.E. Date  
Interim PW Director/City Engineer

  
Michael P. Slevin III, P.E. 27 APR 13  
Michael P. Slevin III, P.E. Date  
Interim Environmental Services Director

FOR THE UNION:

  
Roberta Burnett  
Roberta Burnett Date  
Union Representative

17 – LOA Shift Changes at  
Public Works and Environmental Services

  
\_\_\_\_\_  
T.C. Broadnax  
City Manager

*4/30/2013*  
\_\_\_\_\_  
Date

Approved as to form:

*Cheryl Comer*  
\_\_\_\_\_  
Cheryl Comer  
Deputy City Attorney

*4-26-13*  
\_\_\_\_\_  
Date