



CITY OF REDDING

PERSONNEL DEPARTMENT

PERSONNEL . RISK MANAGEMENT . VOLUNTEER SERVICES

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel

530.225.4385 FAX 530.225.4300 - Risk Management

December 9, 2015
P-100-050-070

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95696

Subject: Side Letter of Agreement between City of Redding and IBEW Maintenance Regarding an Extension of the Side Letter Allowing Utilization of Six Workers Provided through the SMART Business Resource Center Work Program

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and IBEW Maintenance employees regarding an extension of the side letter allowing the Parks Division to utilize up to six (6) workers, relative to the community drought mitigation program coordinated through the Smart Center. All costs associated with the program shall be covered by the SMART Center. The workers would be working on community projects related to damage of public lands as a result of the State of California drought. The City intends to utilize the workers to perform fire fuel reduction work and make irrigation repair/modifications in the drought affected areas. The workers would not be displacing any IBEW positions.

This program shall sunset on June 30, 2016 (an extension of the September 30, 2015 sunset date). Should SMART receive additional funding, the program could be extended until the program funds are exhausted. Either party can terminate this agreement with 30 days written notice to the other party. This agreement shall not set precedent.

If this is consistent with your understanding, please sign and date both enclosed original letters, and return one to me.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

12/10/2016
Date

c: City Council
Kurt Starman, City Manager
Barry Tippin, Assistant City Manager
Kim Niemer, Director of Community Services
Bill Avery, Labor Negotiator



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July 16 2015
P-100-050-070

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95696

Subject: Side Letter of Agreement between City of Redding and IBEW Maintenance regarding Use of Six Workers Provided through the SMART Business Resource Center Work Program

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and IBEW Maintenance that the Parks Division will employ up to six (6) workers, relative to the community drought mitigation program that is being coordinated through the Smart Center. All costs associated with the program shall be covered by the SMART Center. The workers would be working on community projects related to damage of public lands as a result of the State of California drought. The City intends to utilize the workers to perform fire fuel reduction work and make irrigation repair/modifications in the drought affected areas. The workers would not be displacing any IBEW positions.

The program shall be in effect July 2015, through September 30, 2015. Should SMART receive additional funding, the program could be extended until the program funds are exhausted. Either party can terminate this agreement with 30 days written notice to the other party. This agreement shall not set precedent.

If this is consistent with your understanding, please sign and date both enclosed original letters, and return one to me.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

Date

c: Kim Niemer, Director of Community Services
Kurt Starman, City Manager
Barry Tippin, Assistant City Manager
Bill Avery, Labor Negotiator
City Council

Smart Business Resource Center
NEG Grant - Drought Agency Agreement

Smart Business Resource Center., hereinafter referred to as Smart, and City of Redding, hereinafter referred to as the AGENCY, have found it mutually beneficial to enter into the following agreement this 9th day of July, 2015.

SMART AND AGENCY AGREE:

1. Current funding allows a maximum of \$10,425 per participant in wages (840 regular hours). Overtime is not allowed. Supportive services for participants (goggles, work gloves, work boots, other participant related costs) are allowable, but will reduce funding available for wages. AGENCY understands that all project work must be related to any damage to public lands that resulted due to the drought. Current funding is through September 30th, 2015, however, should Smart receive additional funding the terms of this agreement could be extended until the maximum wages or hours are met.
2. Rush Personnel will act as employer for the Participant and provide all payrolls and associated costs (i.e., workers' compensation, taxes, etc.).
3. AGENCY will offer appropriate activities consistent with duties outlined on the attached job description(s). AGENCY will provide adequate work duties to constructively occupy participant(s) during assigned work hours as requested (Attachment B).
4. AGENCY will orient participants to the worksite with regard to safe working conditions, expectations, rules and regulations, etc. on the first day of work.
5. AGENCY shall provide participants with safety equipment necessary for reasonable protection against injury and damage. Agency's facilities and equipment, used under this agreement, shall comply with all applicable federal, state, and local health and safety laws.
6. AGENCY will provide tools, equipment, supplies, etc. necessary to perform the work specified at no cost to anyone other than the AGENCY.
7. Smart shall provide the participant with appropriate work clothing necessary to perform duties as assigned.
8. AGENCY will provide supervision of such quality that the participant(s) may perform their duties satisfactorily.
9. AGENCY will ensure that supervisors are familiar with all elements and responsibilities relative to this AGREEMENT, and receive a personal copy of said AGREEMENT. All immediate supervisors of participants will be oriented to the program regarding job descriptions, time schedules, payroll systems, monitoring, and overall supervision responsibilities.

10. AGENCY will immediately notify Smart and Rush Personnel of any participant termination, or any condition which affects any term of this AGREEMENT.
11. AGENCY will be responsible for ensuring the accuracy of timesheets, and that the supervisor's signature on these documents is a certification of accuracy. No compensation shall be provided for absences, unworked hours, or recreational activities.
12. AGENCY will abide by all Department of Labor, WIOA, state and local government regulations as well as Smart policies. Smart will inform the AGENCY of any new regulations or changes as they occur.
13. AGENCY will immediately notify the Smart and Rush Personnel office of any accident occurring on the job. AGENCY shall prepare an on-the-job accident report and forward to the Rush Personnel office immediately (within 24 hours).
14. AGENCY agrees to be monitored on a regular basis by the Smart staff to ensure that the program is in compliance with the WIOA rules and regulations. In addition, the AGENCY may be monitored, including a review of records, by authorized representatives of the State and/or Federal agencies. The AGENCY agrees to cooperate fully with any monitoring process.
15. AGENCY shall not participate in this program when an employee is on layoff from the same or substantially equivalent job to be filled by a participant, or when the AGENCY has terminated an employee or otherwise reduced its work force with the intention of filling the vacancy(s) by hiring a Smart participant.
16. SECTARIAN, POLITICAL, AND UNION ACTIVITIES PROHIBITED: Participants shall not be employed in building, operating, or maintaining any part of any building which is used for sectarian instruction or as a place of religious worship or assist in any tasks or displays of support involving political affiliation. Smart participants shall not be involved in any union activities.
17. Smart participants shall receive the same working conditions and be governed by the same personnel policies as non-Smart employees at the worksite.
18. AGENCY agrees to comply with the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, religion, color, creed, sex, national origin, political beliefs, or handicaps.
19. AGENCY agrees to abide by all Federal, State, and local laws, regulations, and rulings governing the employment of minors as applicable.
20. AGENCY agrees to maintain the confidence of any information regarding the participants or their families.

21. AGENCY agrees to notify Smart in the event there are to be any changes in regards to the program or the participants.
22. AGENCY agrees that this AGREEMENT may be terminated under the following conditions:
 - A. Written notice: The Agreement may be terminated by AGENCY or Smart at their sole discretion, upon 30 days written notice to the other party.
 - B. Failure to perform: Smart, by giving written notice to the AGENCY, may terminate this AGREEMENT immediately and end all Drought Project positions if the AGENCY fails to perform any of the terms of this AGREEMENT.
 - C. Funding: In the event that Federal, State, or other funding for NEG Grant - Drought ceases, this AGREEMENT shall be terminated immediately.
23. AGENCY agrees that no participant will be allowed to work more than 40 hours per week.
24. AGENCY agrees that any participant required to drive AGENCY's vehicles will be covered under AGENCY's Automobile Liability Insurance.
25. AGENCY agrees to abide by Attachment B - Worksite Assurances.
26. This AGREEMENT may be modified only in writing and when signed by both "authorized Representatives".

AGENCY:

Authorized Representative

Title

Smart Business Resource Center

Title

Rush Personnel

Attachment A
AGENCY Worksite Details

Agency: City of Redding

Contact Person: Kim Niemer

Address: 777 Cypress Avenue, Redding, CA 96001

Phone: (530) 225-4512

Fax: (530) 225-4585

<u>Job Title</u>	<u>No. of Positions</u>	<u>Wage/Range</u>	<u>Est. Duration</u>
PW Maint. Worker	6	\$12.42	840 hours

Other Information:

ATTACHMENT B
WORKSITE ASSURANCES

DISPLACEMENT OF CURRENT WORKFORCE

This agreement may not be created as a result of, or may not result in any of the following:

Displacement or partial displacement of workers in which regular employees are laid off so that their positions can be filled with participants from this program.

- Impairment of contracts for services in which contracts for services with private business and other organizations are canceled or not renewed, while participants from this program are hired to provide the equivalent services.
- Layoffs in which regular employees are laid off while participants from this program remain working the same or equivalent position.
- Rehires in which regular employees are laid off, then rehired with funds from this program.
- Hiring freeze in which participants from this program work in positions the same as or the equivalent to those which are vacant due to a hiring freeze, unless the freeze resulted from lack of funds to sustain staff levels and was not established in the anticipation of availability of funds from this program.
- Positions filled which would otherwise be promotional opportunities for current employees or positions currently available to unsubsidized job seekers.
- The filling of a work assignment customarily performed by a worker in a job classification within a recognized collective bargaining unit in which funded positions are vacant or in which regular employees are on layoffs.
- A strike, lockout, or other bona fide labor dispute, or violation of any existing collective bargaining agreement between employees and employers.

COMPLAINTS & GRIEVANCES

Participant complaints, with respect to services provided under this Agreement, shall first be negotiated on an informal basis between the Worksite, Participant, and a Smart representative. In the event mutual resolution is not reached through such discussions, the participant may use the complaint/grievance procedure established by Smart.

CONFLICT OF INTEREST

The Worksite assures that it will administer program(s) in full compliance with safeguards against fraud and abuse and avoidance of conflict of interest issues.

INDEMNIFICATION

Worksite shall indemnify and hold Smart harmless from any and all claims, liability or damages resulting or arising from any breach of this Agreement or from any matters relating to Worksite's employment relationship with any Participant.



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530.225.4385 FAX 530.225.4300 - Risk Management

June 24, 2015
P-100-050-070

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95609

Subject: Side Letter of Agreement between City of Redding and IBEW Maintenance regarding Tiger Field Maintenance

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and IBEW Maintenance regarding the above captioned matter. The City is considering entering into a Memorandum of Understanding (MOU) with the Colt 45's, a California nonprofit public benefit corporations in a cooperative effort to perform improvements, programming and maintenance of Tiger Field. A copy of the MOU is attached.

It is understood that the Colt 45's will be responsible for all mowing, weeding, fertilizing, basic irrigation repair, field lining, trash pick-up, janitorial and advertising solicitation. The City will retain all scheduling responsibilities, main line irrigation work, structural and mechanical repairs, and approve all modifications to the facility prior to any action by the Colts. The Colt 45 maintenance tasks will be limited to Tiger Field proper and will not include any other park facilities, i.e., South City Park. The Colt 45's have discussed providing private security services through North State Security for Tiger Field, South City Park and the adjacent parking lots but funding has not yet been secured. This agreement will remain in place as a trial to be reviewed by the City and the Union in January 2016.

If this is consistent with your understanding, please sign and date the enclosed copies of this letter, return one to me, and keep the other copy for your records.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

Date

c: City Council
Kurt Starman, City Manager
Kim Niemer, Director of Community Services

DeMaagd, Sheri

From: DeMaagd, Sheri
Sent: Tuesday, April 28, 2015 3:25 PM
To: Niemer, Kim
Subject: RE: Tiger Field

Thank you, Kim. I will share the information with Sheila Lawton and let you know what questions come up.

Sheri DeMaagd
Personnel Director
City of Redding
Phone: (530) 225-4068
Email: sdemaagd@ci.redding.ca.us

From: Niemer, Kim
Sent: Tuesday, April 28, 2015 2:09 PM
To: DeMaagd, Sheri
Subject: RE: Tiger Field

Sheri,

Sorry for the delay. The discussion has been the Colt 45's will be responsible for all mowing, weeding, fertilizing, basic irrigation repair, field lining, trash pick-up, janitorial and advertising solicitation. COR will retain all scheduling responsibilities, main line irrigation work, structural and mechanical repairs, and approve all modifications to facility prior to any action by the Colts. The Colt 45 maintenance tasks will be limited to Tiger Field proper and not include South City Park. The Colt 45s have discussed providing private security services through North State Security for Tiger Field, South City Park and the adjacent parking lots but funding has not yet been secured.

If you need any additional detail, please let me know. I would like to take a report to the 5/19 City Council meeting.

Thanks,
Kim

Kimberly A. Niemer
Director of Community Services
City of Redding
Tel 530-225-4085

**Parks
Make
Life
Better!**

From: DeMaagd, Sheri
Sent: Thursday, April 23, 2015 8:56 AM
To: Niemer, Kim
Subject: Tiger Field

DeMaagd, Sheri

From: DeMaagd, Sheri
Sent: Tuesday, April 28, 2015 3:40 PM
To: Lawton, Sheila (SLL3@IBEW1245.com)
Subject: Tiger Field Maintenance

Hi Sheila,

Thank you for meeting with me, Director Kim Niemer and Personnel Analyst Kristy Lanham last Monday. During the discussion we talked about the idea of having the Redding Colt 45's take over the basic maintenance of Tiger Field. You had asked for a list of duties that the Colt 45's would potentially undertake at Tiger Field. Director Niemer has shared that the discussion has been the Colt 45's will be responsible for all mowing, weeding, fertilizing, basic irrigation repair, field lining, trash pick-up, janitorial and advertising solicitation. The City will retain all scheduling responsibilities, main line irrigation work, structural and mechanical repairs, and approve all modifications to the facility prior to any action by the Colts. The Colt 45 maintenance tasks will be limited to Tiger Field proper and not include South City Park. The Colt 45s have discussed providing private security services through North State Security for Tiger Field, South City Park and the adjacent parking lots but funding has not yet been secured.

Please let me know if you would like to meet to discuss further. Alternatively, if you are agreeable to the idea I can draft up a side letter to codify the agreement.

Regards,
Sheri DeMaagd
Personnel Director
City of Redding
Phone: (530) 225-4068
Email: sdemaagd@ci.redding.ca.us



CITY OF REDDING

PERSONNEL DEPARTMENT

PERSONNEL, RISK MANAGEMENT, VOLUNTEER SERVICES

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530.225.4385 FAX 530.225.4300 - Risk Management

June 4, 2015
P-100-050-070

Sheila Lawton, IBEW Field Representative
IBEW Local 1245
P. O. Box 2547
Vacaville, CA 95696

Subject: Side Letter of Agreement to MOU between the City of Redding and IBEW
Maintenance Unit Regarding Initial Probation Period Extension – Michael Prather

Dear Sheila,

The purpose of this letter is to confirm the agreement reached between the City of Redding and IBEW Maintenance extending the initial probation period of Michael Prather, Mechanic II. Mr. Prather was hired on October 13, 2014, and was set to serve a one year probation period ending on October 13, 2015. The City has determined an additional two month probationary period is needed. Therefore, the City will be adjusting the initial probation period that Mr. Prather will serve to be the period from October 13, 2014 through December 13, 2015.

This agreement shall not set precedent. If the Union concurs with the foregoing, please sign and date this letter, returning a copy to my attention and retaining a copy for your records.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

Date

c: City Council Members
Kurt Starman, City Manager
Rod Dinger, Director of Support Services
Bill Avery, Negotiator
Jim Schmitz, Fleet Manager



CITY OF REDDING

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PERSONNEL - RISK MANAGEMENT - VOLUNTEER SERVICES

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530.225.4385 FAX 530.225.4300 - Risk Management

July 7, 2015
P-100-050-070

Sheila Lawton, IBFW Field Representative
IBFW Local 1245
P.O. Box 2547
Vacaville, CA 95696

Subject: Side Letter of Agreement to MOU between the City of Redding and IBEW –
Maintenance Unit Regarding Use of Retired Annuitant at Redding Police Department.

Dear Sheila,

This letter is to memorialize the agreement reached between the City of Redding and International Brotherhood of Electrical Workers – AFL CIO Maintenance Employees (IBEW) regarding the use of a retired annuitant as custodial coverage on a temporary basis at the Redding Police Department. Mr. Jesse Nelson, retired IBFW member, would be re-employed as a Custodian, performing custodial duties while the full-time Custodian assigned to Redding Police Department is on a medical leave of absence. Mr. Nelson will cover the duties on a temporary basis not to exceed 960 hours or the amount of time the full time employee is released back to work, whichever occurs sooner.

The City and Union understand that the agreement is specific to this particular occurrence and shall not set precedent for either the City or the Union.

If the Union concurs with the foregoing, please sign and date this letter, returning a copy to my attention, and retaining a copy for your records.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBFW Field Representative

7/7/2015

Date

- c: City Council Members
Kurt Starman, City Manager
Robert Paolletti, Chief of Police
Bill Avery, Labor Negotiator



CITY OF REDDING

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530.225.4065 FAX 530.225.4062 - Personnel

530.225.4385 FAX 530.225.4300 Risk Management

May 1, 2015
P-100-050-120

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95609

Subject: Side Letter of Agreement between City of Redding and IBEW Maintenance regarding Use of
Volunteers in City Parks

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and IBEW Maintenance concerning the above captioned matter.

It is understood that citizens, organizations, and agencies periodically request to volunteer their time, materials and expertise to assist in expanding and maintaining City park facilities. It is agreed this type of citizen involvement is positive for the community. Each individual or group is carefully evaluated by City Management and provided an appropriate volunteer assignment based on their skills and time commitment.

If it is determined that a coordination of effort or oversight of volunteers by City personnel is required, and is for groups of eight (8) people or more, the individual employee assigned to coordinate or oversee the volunteer group will receive temporary upgrade pay to Working Supervisor - Parks for the time actually spent with the volunteers. This agreement applies to the oversight of volunteers only and does not change or modify upgrades for the Working Supervisor - Parks for any other instance as outlined in the MOU.

Both parties mutually agree that the use of volunteers to maintain parks as outlined under this agreement will not exceed 20,000 hours per year. Should it be determined by the City that the use of volunteers may need to be increased beyond that amount, the parties agree to meet to discuss the matter.

This side letter will be in effect for one year from the date of both parties signature of the side letter.

If this is consistent with your understanding, please sign and date both enclosed original letters, and return one to me.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

6/2/2015

Date

c: Kim Niemer, Director of Community Services
Kurt Starman, City Manager
Barry Tippin, Assistant City Manager
Bill Avery, Labor Negotiator
City Council



CITY OF REDDING

PERSONNEL DEPARTMENT

PERSONNEL, RISK MANAGEMENT, VOLUNTEER SERVICES

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530.225.4065 FAX 530.225.4062 - Personnel

530.225.4385 FAX 530.225.4300 Risk Management

November 17, 2014
P-100-050-070

Sheila Lawton, Business Representative
IBEW Local 1245
PO Box 2547
Vacaville, CA 95696

RE: Side Letter of Agreement between the City of Redding and IBEW Maintenance Regarding an Extension of Retired Annuitant Vance Duncan's Employment

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and International Brotherhood of Electrical Workers – Maintenance (IBEW Maintenance) employees regarding an extension of the re-employment term for CalPERS annuitant Vance Duncan. Mr. Duncan was re-hired on July 31, 2014, as a Status 9 - temporary employee, on a limited duration basis not to exceed 90 days. He was re-employed to assist with workload in the Field Services Division of Redding Electric Utility due to staffing level shortages. This appointment would be in conformity with CalPERS post-retirement requirements.

It was anticipated that the City would have the temporary On Call Meter Reader positions filled and the new staff trained by the end of this month. The temporary employees have been hired and are being trained now; however, the training has not been completed. Additionally, there is an increase in Field Service workload related to the conversion to the new Vertex billing system that was implemented in September.

The City and Union agree that Mr. Duncan should continue to be paid at Step 5 - \$22.76 per hour to reflect his previous experience as a Meter Reader with the City and the re-employment period will end by January 31, 2015. This agreement is binding only in this particular case and shall not set precedent for either the City or the Union.

If this is consistent with your understanding, please sign and date the enclosed copies of this letter and return both of them to me.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

12/1/2014
Date

- c: City Council Members
Kurt Starman, City Manager
Rick Duvernay, City Attorney
Barry Tippin, ACM/Director of Electric Utility
Bill Avery, Labor Negotiator

CITY OF REDDING



PERSONNEL DEPARTMENT

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P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel

530.225.4385 FAX 530.225.4300 - Risk Management

July 18, 2014

P-100-050-070

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95609

Subject: Roger Walker Grievance - City Response to Step Five - Settlement Agreement

Dear Sheila,

Please accept this letter as settlement of the grievance the International Brotherhood of Electric Workers - Maintenance (IBEW Maintenance) brought forth on behalf of Roger Walker dated January 29, 2014, regarding the violation of the upgrade requirements of the Memorandum of Understanding (MOU) between local IBEW Local 45 (IBEW) and the City of Redding (COR). The grievance contends that Mr. Walker is responsible for 11 employees and therefore is due an upgrade pursuant to Exhibit "B" Job Definitions, which states: ... *"When in charge of more than five (5) other employees, the employee's wage rate shall be increased by ten percent (10%)."*

The City provided a denial of the grievance at step one on February 14, 2014, and it has subsequently progressed through to step five of the grievance procedure without resolution. I have reviewed the materials within the binder provided by the department, the definition of the position within the MOU, Mr. Walker's last evaluation, met with his supervisor, Electric Program Manager, Jim Rich, and met with you on July 9, 2014, to discuss a possible resolution. The City and IBEW mutually agreed on June 20, 2014, to extend the deadline for my response to July 18, 2014 in an effort to settle the grievance.

During the investigation it was determined that Mr. Walker is spending time at the end of his work day preparing work assignments for the employees assigned to the evening shift, and then reviewing the work that was completed during the evening shift at the beginning of his next shift. While he is not directly in charge of the night shift employees or physically present, the City recognizes the additional time Mr. Walker spends to prepare and follow up on their assignments. Where I do not find a violation of the contract, as a settlement of this grievance, the City will grant a two hour 10% upgrade for each day that it is necessary for Mr. Walker to provide direction to Power Plant staff beyond his normal work hours, going forward. The City will continue the current practice of paying Mr. Walker overtime for time he is contacted at home outside of his normal work hours.



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July 17 2014
P-100-050-070

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95609

RE: Side Letter of Agreement between the City of Redding and IBEW Maintenance Regarding Wage Rate of Retired Annuitant Vance Duncan

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and International Brotherhood of Electrical Workers – Maintenance (IBEW Maintenance) employees regarding the wage rate of rehired CalPERS annuitant Vance Duncan. Mr. Duncan held the Meter Reader classification for 21 years prior to his retirement from the City on January 20, 2012. The City desires to re-employ Mr. Duncan as a Status 9 - temporary employee, on a limited duration basis not to exceed 90 days, to assist with workload in the Field Services Division of Redding Electric Utility due to staffing level shortages. This appointment would be in conformity with CalPERS post-retirement requirements.

The IBEW Maintenance Memorandum of Understanding (MOU) Section 8.1 states, "...Employees hired on or after October 28, 1990 shall be paid a wage rate based upon their work performance. Upon initial appointment to a classification, an employee shall normally be paid the lowest wage rate for that classification. An employee may, however, be paid a wage rate above the lowest wage rate if circumstances justify it..." Mr. Duncan was at Step 5, the top step of the Meter Reader wage rate, upon his retirement. Exhibit "A - 2" Schedule of Wage Rates details 5 salary steps for the classification of Meter Reader. It is noted that the first 3 steps are for temporary and full-time temporary employees only. The remaining 2 steps are for full time employees. The City and Union agree that Mr. Duncan should be paid at Step 5 - \$22.76 per hour to reflect his previous experience as a Meter Reader with the City, regardless of the fact that he will be re-employed on a temporary basis. This agreement is binding only in this particular case and shall not set precedent for either the City or the Union.

If this is consistent with your understanding, please sign and date the enclosed copies of this letter and return both of them to me.

Sincerely,

Sheri DeMaagd
Personnel Director

Side Letter – IBEW Maintenance
July 17, 2014
Page 2

The Union concurs with the above:



Sheila Lawton, IBEW Field Representative

7/18/2014

Date

- c: Kurt Starman, City Manager
- Rick Duvernay, City Attorney
- Barry Tippin, Assistant City Manager/Director of Electric Utility
- Greg Clark, Deputy City Manager
- Sheri DeMaagd, Personnel Director
- Bill Avery, Labor Negotiator
- City Council



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May 1, 2014
P-100-050-120

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95609

Subject: Side Letter of Agreement between City of Redding and IBEW Maintenance regarding Use of
Volunteers in City Parks

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and IBEW Maintenance concerning the above captioned matter.

It is understood that citizens, organizations, and agencies periodically request to volunteer their time, materials and expertise to assist in expanding and maintaining City park facilities. It is agreed this type of citizen involvement is positive for the community. Each individual or group is carefully evaluated by City Management and provided an appropriate volunteer assignment based on their skills and time commitment.

If it is determined that a coordination of effort or oversight of volunteers by City personnel is required, and is for groups of eight (8) people or more, the individual employee assigned to coordinate or oversee the volunteer group will receive temporary upgrade pay to Working Supervisor-Parks for the time actually spent with the volunteers. This agreement applies to the oversight of volunteers only and does not change or modify upgrades for the Working Supervisor-Parks for any other instance as outlined in the MOU.

This side letter will be in effect for one year and will sunset on May 1, 2015.

If this is consistent with your understanding, please sign and date both enclosed original letters, and return one to me.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

5/6/2014
Date

c: Kim Niemer, Director of Community Services
Kurt Starman, City Manager
Barry Tippin, Assistant City Manager
Bill Avery, Labor Negotiator
City Council

DeMaagd, Sheri

From: Lawton, Sheila <SLL3@IBEW1245.com>
Sent: Monday, May 4, 2015 9:54 AM
To: DeMaagd, Sheri
Cc: Turner, Debra; Niemer, Kim
Subject: Re: Draft Side Letter; COR and IBEW Maint re Use of Volunteers in Parks

Hi Sheri,

I'm currently out of town at a conference all week. Upon initial review the letter looks like it addresses my concerns, but if I can get back to you next week to confirm agreement I would appreciate it. If I'm able to get some time this week I will most definitely touch bases with you so that we can close this matter out.

Thanks,
Sheila a

Sent from my iPad

> On May 1, 2015, at 1:23 PM, DeMaagd, Sheri <sdemaagd@ci.redding.ca.us> wrote:

>

> Hi Sheila,

>

> Attached is a draft side letter for your review relative to the extension of the agreement to use volunteers in Parks. Let me know if you have any questions.

>

> Thank you,

>

> Sheri DeMaagd

> Personnel Director

> City of Redding

> Phone: (530) 225-4068

> Email: sdemaagd@ci.redding.ca.us

>

> <20150501112830515.pdf>

DeMaagd, Sheri

From: Niemer, Kim
Sent: Wednesday, April 15, 2015 6:02 PM
To: DeMaagd, Sheri
Subject: RE: Your Voicemail

emailed draft
letter to Kim
5-1-15

No worries. I hope you had a very successful day! Some thinking time is good on this one. I thought I responded. We can live with 20,000 hours but I would want to talk over the wording. That should include their supervised hours not adopt a park volunteers or other things they are not directly involved with.

Kim

Kimberly A. Niemer
Director of Community Services
City of Redding
Tel 530-225-4085

**Parks
Make
Life
Better!**

From: DeMaagd, Sheri
Sent: Wednesday, April 15, 2015 5:53 PM
To: Niemer, Kim
Subject: Your Voicemail

Hi Kim-

I received your voicemail regarding your conversation with Nicole. Sorry I didn't respond sooner but I have been interviews today. I am not trying to procrastinate but want to review the written reprimand, coupled with the new information, to see if I would be able to get to a one day suspension. Tomorrow you will have your answer, I promise.

Also, I see that we have a meeting scheduled with Sheila Lawton on Monday to discuss the volunteer side letter extension. Did you happen to have a chance to review the e-mail I sent to you on April 4th where Sheila asked that we consider her request to cap the number of hours that the City may utilize park volunteers to 20,000? We should probably discuss that idea prior to our meeting.

Thanks.
Sheri DeMaagd
Personnel Director
City of Redding
Phone: (530) 225-4068
Email: sdemaagd@ci.redding.ca.us

→ our ask so long as it
includes only those hours
where they supervise
volunteers

(ie) alpha trail, alpha
park program - hrs
arent tracked

DeMaagd, Sheri

From: Lawton, Sheila <SLL3@IBEW1245.com>
Sent: Wednesday, March 25, 2015 7:05 PM
To: DeMaagd, Sheri
Subject: RE: IBEW Maintenance Side Letter re Volunteers

Hi Sheri,

I apologize for the delay in responding. The Union would like to discuss the extending of this side letter prior to making a determination as to whether to continue it or not.

Maybe we can look for a date that will enable us to address a few issues in one day if possible, if not then we can just schedule based on availability.

Thanks,
Sheila

From: DeMaagd, Sheri [<mailto:sdemaagd@ci.redding.ca.us>]
Sent: Monday, March 23, 2015 2:39 PM
To: Lawton, Sheila
Subject: IBEW Maintenance Side Letter re Volunteers

Hi Sheila-

I noticed that the side letter between the City and IBEW Maintenance regarding the use of volunteers will sunset in May 2015. Would you be agreeable to extending the side letter for another year?

Thank you.

Sheri DeMaagd
Personnel Director
City of Redding
Phone: (530) 225-4068
Email: sdemaagd@ci.redding.ca.us

DeMaagd, Sheri

From: Niemer, Kim
Sent: Thursday, March 26, 2015 4:45 PM
To: DeMaagd, Sheri
Subject: RE: IBEW Maintenance Side Letter re Volunteers

Sounds good.

Kimberly A. Niemer
Director of Community Services
City of Redding
Tel 530-225-4085

Parks
Make
Life
Better!

From: DeMaagd, Sheri
Sent: Thursday, March 26, 2015 1:01 PM
To: Niemer, Kim
Subject: IBEW Maintenance Side Letter re Volunteers

Kim,

IBEW Maintenance has responded to my request to see if there was agreement to extend the side letter between the City and IBEW Maintenance regarding the use of volunteers since it will sunset in May 2015. IBEW would like to discuss the extending of the side letter prior to making a determination as to whether to continue it or not. Therefore, I will be scheduling a meeting with you, me and Sheila to discuss the topic further.

Thank you.
Sheri DeMaagd
Personnel Director
City of Redding
Phone: (530) 225-4068
Email: sdernaagd@ci.redding.ca.us

Sula
sin
Krishy

4/20/15

IBEW maint - Volunteers
→ Dyer's field - many
Parks maint - except ~~IBEW~~ -

no reduction in force
study of work to do.
1 day per week in season

→ guy do Council for blessing int day



the letter the volunteers address
20,000 houses for that population

don't want to complicate it

mutually agree not to use over 2,000
volunteer hours to maintain parks.
under this agreement

Stones me see too busy - would
agree to meet

→ IBEW concern - their work (IBEW) paid
by volunteers

Todo:
sin to
prep letter
to Sula

→ detailed sign field what cost 45
is industry to take over as duties
of the park

→ is there a start date.

→ meeting bathroom?

→ Irrigation?

= 2nd meeting in may - target

→ Duties of Park
to do cost 45?
→ Role / resp
→ some form of
agreement



CITY OF REDDING

PERSONNEL DEPARTMENT

PERSONNEL, RISK MANAGEMENT, VOLUNTEER SERVICES

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel

530.225.4385 FAX 530.225.4300 - Risk Management

May 1, 2014
P-100-050-120

Sheila Lawton, IBEW Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95609

Subject: Side Letter of Agreement between City of Redding and IBEW Maintenance regarding Use of
Volunteers in City Parks

Dear Sheila:

The purpose of this letter is to confirm the understanding reached between the City of Redding and IBEW Maintenance concerning the above captioned matter.

It is understood that citizens, organizations, and agencies periodically request to volunteer their time, materials and expertise to assist in expanding and maintaining City park facilities. It is agreed this type of citizen involvement is positive for the community. Each individual or group is carefully evaluated by City Management and provided an appropriate volunteer assignment based on their skills and time commitment.

If it is determined that a coordination of effort or oversight of volunteers by City personnel is required, and is for groups of eight (8) people or more, the individual employee assigned to coordinate or oversee the volunteer group will receive temporary upgrade pay to Working Supervisor-Parks for the time actually spent with the volunteers. This agreement applies to the oversight of volunteers only and does not change or modify upgrades for the Working Supervisor-Parks for any other instance as outlined in the MOU.

This side letter will be in effect for one year and will sunset on May 1, 2015.

If this is consistent with your understanding, please sign and date both enclosed original letters, and return one to me.

Sincerely,

Sheri DeMaagd
Personnel Director

The Union concurs with the above:

Sheila Lawton, IBEW Field Representative

5/6/2014
Date

c: Kim Niemer, Director of Community Services
Kurt Staman, City Manager
Barry Tippin, Assistant City Manager
Bill Avery, Labor Negotiator
City Council



CITY OF REDDING

PERSONNEL DIVISION

PERSONNEL - VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

December 17, 2012

CODE: P-100-050-070

Sheila Lawton
Business Representative
IBEW Local 1245
PO Box 2547
Vacaville, CA 95696

Subject: Side Letter of Agreement to MOU between City of Redding and IBEW - Maintenance Regarding Modification of the Gardener Qualifications

Dear Sheila:

The purpose of this letter is to codify the modifications made to the minimum qualifications and special requirements of the Gardener classification to assist the City of Redding in recruiting a Gardener during the winter of 2012.

The City actively recruited for the position of Gardener in October 2012 in anticipation of two vacancies in the Parks Division. The pool of candidates to draw from for the vacancies did not meet minimum qualifications as outlined in the Gardener classification specification under "Education". The classification specification states, "Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma, a minimum of sixteen college level horticultural academic work or the equivalent (possession of a State of California Contractors State License Board, C27 Landscaping License OR 13 units college level horticultural academic work and relevant experience)."

The City and IBEW Maintenance discussed alternatives to what could be considered as "equivalent" that could be utilized by the City when screening candidates, and both agreed that the City would have the latitude to determine what "equivalent" would be appropriate to consider. The City is committed to hiring qualified Gardeners and would not make any decision about equivalent qualifications that would lead to a less qualified Gardener than those employed currently.

Additionally, in past recruitments for Gardener, the City has required the California Department of Pesticide Regulation Qualified Applicator Certificate (QAC) in both "B" Landscape Maintenance and "C" Right of Way as screening criteria and included those in the flyer. The classification specification only requires the following as a Special Requirement: "Possession of a California Department of Pesticide Regulation Qualified Applicator Certificate for the use of restricted materials in those categories that are job related."

Going forward, the City will require the QAC "B" at the time of hire, and the QAC "C" will need to be obtained within the probationary period (one year) as a condition of continued employment.

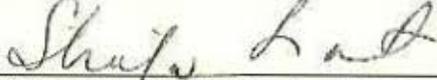
If IBEW Maintenance concurs with the foregoing, please sign and date the enclosed copies of this letter, return one to me, and keep the other copy for your records.

Sincerely,



Sheri DeMaagd
Personnel Director

The Union concurs with the above:



Sheila Lawton, IBEW Business Representative

1/9/2013

Date

C: Kim Niemer, Director of Community Services
Kurt Starman, City Manager
Barry Tippin, Assistant City Manager
Council Members



CITY OF REDDING

PERSONNEL DIVISION

PERSONNEL · VOLUNTEER SERVICES · RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4067 · Personnel/Volunteer

530.225.4385 FAX 530.225.4300 · Risk Management/Utility

December 19, 2011

P-100-050-070

Sheila Lawton, IBEW Business Representative
IBEW Local Union 1245
P.O. Box 2547
Vacaville, CA 95696

**Subject: Side Letter of Agreement between City of Redding and IBEW – Maintenance Unit
Regarding Use of Workers Provided Through the CalWORKs Program**

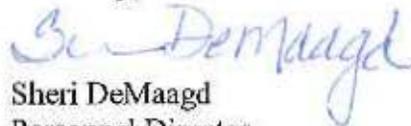
Dear Sheila:

The purpose of this letter is to confirm the agreement reached between IBEW Maintenance Employees Unit and the City of Redding that the Parks Division will use up to three workers at a time relative to the CalWORKS program that is being coordinated through the County of Shasta. All costs associated with this program shall be covered by the County of Shasta.

The CalWORKS workers would assist Parks crews with the maintenance of City parks, trails and facilities. The workers would not be displacing any IBEW positions. Initial participation in the program shall be for 12 months, after which time continued participation would be re-evaluated. This agreement shall not set precedent. Either the City or the Union may cancel this side letter by providing thirty (30) days notice to the other party.

If the Union concurs with the foregoing, please sign and date two copies of this letter, return one to me, and keep the other copy for your records.

Sincerely,



Sheri DeMaagd
Personnel Director

The Union concurs with the above:


Sheila Lawton, IBEW Business Representative


Date

c: Kurt Starman, City Manager
Barry Tippin, Assistant City Manager
Kim Niemer, Director of Community Services
City Council



CITY OF REDDING

PERSONNEL DIVISION

PERSONNEL - VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4067 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

June 7, 2011

P-100-050-070

Ray Thomas, Assistant Business Manager
IBEW Local 1245
30 Orange Tree Circle
Vacaville, CA 95687

Subject: Side Letter of Agreement between the City of Redding and IBEW 1245 – Maintenance Employees Regarding Use of Retired Annuitant at Redding Police Department

Dear Ray:

This letter is to memorialize the agreement reached between the City of Redding and International Brotherhood of Electrical Workers – AFL CIO Maintenance Employees (IBEW) regarding the use of a retired annuitant as vacation relief on a temporary basis at the Redding Police Department. Mr. Jesse Nelson, retired IBEW member, would be re-employed as a Custodian, performing custodial duties for the period of July 11 – 15, 2011. Should a layoff occur during this time period, the use of Mr. Nelson as vacation relief would cease.

The City and Union understand that the agreement is specific to this particular occasion and shall not set precedent for either the City or the Union.

If the Union concurs with the forgoing, please so indicate by signing both of the enclosed original side letters, keeping one for your records and returning the other to me.

Sincerely,

Barry Tippin
Assistant City Manager

The Union concurs with the above:

Ray Thomas, Assistant Business Manager
IBEW Maintenance Local 1245

6/07/11
Date

c: Peter Hansen, Chief of Police

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL, VOLUNTEER SERVICES, RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.275.4062 - Personnel/Volunteer

530.275.4385 FAX 530.225.4300 - Risk Management/Liability

May 12, 2011

Ray Thomas, Assistant Business Manager
IBEW Local 1245
30 Orange Tree Circle
Vacaville, CA 95687

Subject: Side Letter of Agreement between the City of Redding and IBEW 1245 – Maintenance Employees Regarding Extension of Probation

Dear Ray:

This letter is to memorialize the agreement reached between the City of Redding and International Brotherhood of Electrical Workers – AFL CIO Maintenance Employees (IBEW) regarding the ability to extend the initial probationary period within the Utility Field Services Division by an additional four (4) months with mutual consent.

The City proposes the following language changes in Article 11: Promotions and Transfers, Section 11.8:

Article 11: Promotions and Transfers, Section 11.8

All appointments filled by promotion or transfer of a City employee shall be on a probationary basis for four (4) months for the purpose of determining qualifications and by mutual consent may be extended up to an additional four (4) month probationary period in the Utility Field Services Division. At any time during the probationary period, either the employee or the City may terminate the appointment. If an appointment is terminated within the first four (4) month probationary period, the employee shall be returned to either the employee's previous classification and wage rate, or some other classification that is mutually satisfactory to both the employee and the City. If an appointment is terminated within the second four (4) month probationary period in the Utility Field Services Division, the employee relinquishes their rights to be returned to either the employee's previous classification and wage rate, or some other classification. If an appointment is terminated, the City need not give further consideration on that classification and location for a period of one (1) year to the employee who did not successfully complete the probationary period. Termination of an appointment in the Utility Field Services Division during the first four (4) month probationary period is not grievable; however, termination would be subject to the grievance process up to the City Manager level should it occur in the second four (4) month probationary period.



the course of employment. This provision does not apply to items lost or damaged as a result of negligence of the employee.

20.15 Full-Time Temporary employees will be entitled to paid time off (accrued at the rate of .033 of an hour for each hour worked or on paid leave). If a Full-Time Temporary employee is reclassified to Regular status, accrued or used paid time off benefits will be deducted from any vacation accrual the employee may be entitled to in the employee's new status.

~~20.15 The City and the Union agree to form a labor/management ad hoc committee to review the job duties being performed by classifications within the Storm Drain Division. Both parties agree to bargain over any changes to classification specifications or salary ranges. Any changes will go into effect via side letter upon agreement by the Union and the City Council.~~

~~20.16 The City and the Union agree to form a labor/management ad hoc committee to review the job duties being performed by classifications held by Mike Gilbert, Dan Lamb, and Mike Hartman assigned to the Water Distribution Division. Both parties agree to bargain over any changes to the classification specification and salary range. Any changes will go into effect via side letter upon agreement by the Union and the City Council.~~

~~20.17 The City and the Union agree to form a labor/management ad hoc committee to determine whether the proper placement of the Electrical Technician classification should be in the Electric Bargaining Unit or whether it should remain in the Maintenance Bargaining Unit.~~

20.16 The City and the Union agree to form a labor management ad hoc committee during the term of this contract to discuss adding a three hundred dollar (\$300) boot allowance for those classifications determined to have the requirement of wearing work boots.

20.17 The City and the Union agree to form a labor management ad hoc committee during the term of this contract to discuss the creation of the classification specification and the training/educational and testing requirements to be used in the recruitment process for Customer Service Worker.

20.18 The City and the Union agree to form a labor management ad hoc committee during the term of this contract to discuss the creation of the classification specification and the training/educational and testing requirements to be used in the recruitment process for Working Supervisor – Utility Field Services.

ARTICLE 21: EMPLOYEE BENEFIT PROGRAMS

21.1 Retirement Plan: All Regular employees are covered by the California Public Employees' Retirement System (CalPERS) program pursuant to an existing contract with the California Public Employees' Retirement System. The City pays the employees' full cost of participation in the California Public Employees' Retirement System under the 2.0% at age 55 retirement benefit formula. For employees hired after the date that agreement has been reached by all non-safety "Miscellaneous" bargaining units and the appropriate CalPERS amendment has been executed, the City will provide coverage in CalPERS for all regular employees based on the 2% at age 60 retirement benefit formula using an average of the highest paid consecutive 36 months of employment when determining final compensation, Following City Council approval

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS – MAINTENANCE EMPLOYEES

EXHIBIT A-1: SCHEDULE OF WAGE RATES

Effective: May 15, 2011

	Hourly Pay Rate - Salary Step					Step 5 Monthly
	1	2	3	4	5	
590 Solid Waste Worker			\$11.47	\$12.05	\$12.65	\$2,192
588 Custodian			\$14.53	\$15.25	\$16.01	\$2,776
587 Utility Field Worker	\$13.38	\$14.05	\$14.75	\$15.49	\$16.27	\$2,819
586 Custodial Lead Worker				\$16.70	\$17.53	\$3,039
585 Resource Recovery Worker				\$17.83	\$18.73	\$3,246
584 Solid Waste Truck Driver I	\$11.29 *	\$12.80 *	\$14.51 *	\$19.71	\$20.70	\$3,568
581 Airport Maintenance Worker	\$11.29 *	\$12.80 *	\$14.51 *	\$20.09	\$21.09	\$3,655
591 Convention Center Maintenance Worker	\$11.29 *	\$12.80 *	\$14.51 *	\$20.09	\$21.09	\$3,655
582 Public Works Maintenance Worker	\$11.29 *	\$12.80 *	\$14.51 *	\$20.12	\$21.13	\$3,662
560 PW Maintenance Worker - Water -Grade I				\$20.57	\$21.60	\$3,743
561 PW Maintenance Worker - WasteWater -Grade II				\$20.61	\$21.65	\$3,752
580 Meter Reader	\$11.29 *	\$12.80 *	\$14.51 *	\$21.04	\$22.09	\$3,829
583 Mechanic I	\$11.86 *	\$13.45 *	\$15.24 *	\$21.06	\$22.11	\$3,833
562 Equipment Operator				\$21.48	\$22.56	\$3,910
564 Gardener					\$22.56	\$3,910
563 Solid Waste Truck Driver II					\$22.56	\$3,910
568 Street Sweeper Operator				\$21.48	\$22.56	\$3,910
570 Tree Trimmer					\$22.56	\$3,910
574 Wastewater Collection Maintenance Worker - Grade II				\$22.04	\$23.14	\$4,011
546 Water Maintenance Worker - D1				\$22.04	\$23.14	\$4,011
558 Wastewater Collection Maintenance Worker - Grade III				\$22.53	\$23.66	\$4,101
559 Water Maintenance Worker - D2				\$22.53	\$23.66	\$4,101
541 Airport Maintenance Lead Worker				\$23.11	\$24.27	\$4,206
540 Building & Facilities Mechanic I				\$23.11	\$24.27	\$4,206
544 Heavy Equipment Operator					\$24.27	\$4,206
557 Lead Meter Reader					\$24.27	\$4,206
548 Parking Meter Service Worker					\$24.27	\$4,206
549 Parks Lead Worker					\$24.27	\$4,206
550 Public Works Lead Worker					\$24.27	\$4,206
542 Solid Waste Maintenance Worker					\$24.27	\$4,206
578 Transfer Station Operator					\$24.27	\$4,206
554 Arborist Lead Worker					\$24.27	\$4,206
537 Welder					\$24.84	\$4,305
545 Wastewater Collection Lead Worker - Grade III					\$25.44	\$4,409
547 Water Lead Worker - D2					\$25.44	\$4,409

Hourly Pay Rate - Salary Step

Step 5
Monthly

1 2 3 4 5

	1	2	3	4	5
535 Mechanic II				\$25.50	\$4,419
536 Building & Facilities Mechanic II				\$25.50	\$4,419
555 Wastewater Collection Lead Worker - Grade IV				\$26.05	\$4,515
556 Water Lead Worker - D3				\$26.05	\$4,515
530 Customer Service Worker-				\$26.68	\$4,624
539 HVAC Technician				\$26.68	\$4,624
521 Working Supervisor-Airports				\$27.29	\$4,730
522 Working Supervisor-Buildings				\$27.29	\$4,730
523 Working Supervisor-Landfill				\$27.29	\$4,730
524 Working Supervisor-Parks				\$27.29	\$4,730
526 Working Supervisor-Public Works				\$27.29	\$4,730
528 Working Supervisor-Shop				\$27.29	\$4,730
519 Working Supervisor-Electric Utility Field Services				\$27.29	\$4,730
530 Electric Utility Field Services Technician				\$28.01	\$4,855
527 Working Supervisor-Wastewater Collection - Grade III				\$28.61	\$4,959
529 Working Supervisor-Water Distribution - D3				\$28.61	\$4,959
531 Working Supervisor-Wastewater Collection - Grade IV				\$29.30	\$5,079
532 Working Supervisor-Water Distribution - D4				\$29.30	\$5,079
533 Working Supervisor-Water Distribution - D5				\$30.01	\$5,202
519 Working Supervisor- Utility Field Services				\$30.79	\$5,337
515 Electrical Technician		\$37.49	\$39.37	\$41.33	\$7,164

* Temporary and Full-time Temporary employees only

Note: Pay rates are calculated utilizing a standardized formula and small differences may occur due to rounding.

Note: Distribution certification stipends per contract language dated 9/15/02 have been rolled into wage rates.

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS – MAINTENANCE EMPLOYEES

EXHIBIT A-2 SCHEDULE OF WAGE RATES

Effective: December 25, 2014

	Hourly Pay Rate - Salary Step					Step 5 Monthly
	1	2	3	4	5	
590 Solid Waste Worker			\$11.82	\$12.41	\$13.03	\$2,258
588 Custodian			\$14.98	\$15.71	\$16.49	\$2,859
587 Utility Field Worker	\$13.78	\$14.47	\$15.20	\$15.96	\$16.75	\$2,904
586 Custodial Lead Worker				\$17.20	\$18.06	\$3,130
585 Resource Recovery Worker				\$18.37	\$19.29	\$3,343
584 Solid Waste Truck Driver I	\$12.42 *	\$14.08 *	\$15.96 *	\$20.30	\$21.32	\$3,695
581 Airport Maintenance Worker	\$12.42 *	\$14.08 *	\$15.96 *	\$20.69	\$21.72	\$3,765
591 Convention Center Maintenance Worker	\$12.42 *	\$14.08 *	\$15.96 *	\$20.69	\$21.72	\$3,765
582 Public Works Maintenance Worker	\$12.42 *	\$14.08 *	\$15.96 *	\$20.73	\$21.76	\$3,772
560 P/W Maintenance Worker - Water -Grade I				\$21.18	\$22.24	\$3,855
561 P/W Maintenance Worker - WasteWater -Grade II				\$21.23	\$22.29	\$3,864
580 Meter Reader	\$12.42 *	\$14.08 *	\$15.96 *	\$21.67	\$22.76	\$3,944
583 Mechanic I	\$12.22 *	\$13.85 *	\$15.70 *	\$21.69	\$22.77	\$3,948
562 Equipment Operator				\$22.13	\$23.23	\$4,027
564 Gardener					\$23.23	\$4,027
563 Solid Waste Truck Driver II					\$23.23	\$4,027
568 Street Sweeper Operator				\$22.13	\$23.23	\$4,027
570 Tree Trimmer					\$23.23	\$4,027
574 Wastewater Collection Maintenance Worker - Grade II				\$22.70	\$23.83	\$4,131
546 Water Maintenance Worker - D1				\$22.70	\$23.83	\$4,131
558 Wastewater Collection Maintenance Worker - Grade III				\$23.21	\$24.37	\$4,224
559 Water Maintenance Worker - D2				\$23.21	\$24.37	\$4,224
541 Airport Maintenance Lead Worker				\$23.80	\$24.99	\$4,332
540 Building & Facilities Mechanic I				\$23.80	\$24.99	\$4,332
544 Heavy Equipment Operator					\$24.99	\$4,332
557 Lead Meter Reader					\$24.99	\$4,332
548 Parking Meter Service Worker					\$24.99	\$4,332
549 Parks Lead Worker					\$24.99	\$4,332
550 Public Works Lead Worker					\$24.99	\$4,332
542 Solid Waste Maintenance Worker					\$24.99	\$4,332
578 Transfer Station Operator					\$24.99	\$4,332
554 Arborist Lead Worker					\$24.99	\$4,332
537 Welder					\$25.58	\$4,435
545 Wastewater Collection Lead Worker - Grade III					\$26.20	\$4,541
547 Water Lead Worker - D2					\$26.20	\$4,541

	Hourly Pay Rate - Salary Step					Step 5 Monthly
	1	2	3	4	5	
535 Mechanic II					\$26.26	\$4,552
536 Building & Facilities Mechanic II					\$26.26	\$4,552
555 Wastewater Collection Lead Worker - Grade IV					\$26.83	\$4,651
556 Water Lead Worker - D3					\$26.83	\$4,651
530 Customer Service Worker					\$27.48	\$4,763
539 HVAC Technician					\$27.48	\$4,763
521 Working Supervisor-Airports					\$28.11	\$4,872
522 Working Supervisor-Buildings					\$28.11	\$4,872
523 Working Supervisor-Landfill					\$28.11	\$4,872
524 Working Supervisor-Parks					\$28.11	\$4,872
526 Working Supervisor-Public Works					\$28.11	\$4,872
528 Working Supervisor-Shop					\$28.11	\$4,872
530 Electric Utility Field Services Technician					\$28.85	\$5,001
527 Working Supervisor-Wastewater Collection - Grade III					\$29.47	\$5,108
529 Working Supervisor-Water Distribution - D3					\$29.47	\$5,108
531 Working Supervisor-Wastewater Collection - Grade IV					\$30.18	\$5,231
532 Working Supervisor-Water Distribution - D4					\$30.18	\$5,231
533 Working Supervisor-Water Distribution - D5					\$30.91	\$5,358
519 Working Supervisor-Utility Field Services					\$31.71	\$5,497
515 Electrical Technician			\$38.62	\$40.55	\$42.57	\$7,379

* Temporary and Full-time Temporary employees only

Note: Pay rates are calculated utilizing a standardized formula and small differences may occur due to rounding.

Note: Distribution certification stipends per contract language dated 9/15/02 have been rolled into wage rates.

CUSTOMER SERVICE WORKER**DEFINITION:**

Under general supervision, sets and/or disconnects electric and water meters for new customers, or customers changing locations within the City, and non-payment of utility bills; inspects for electrical hazards and tampered meters.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Sets all types of electric and water meters; turns on or disconnects electric meters, and water meters, including radio transmitted, prepay or other automated reading devices and related equipment.

Measures: All meter sets and repairs to be done in a accurate and safe manner.

2. Checks electric and water meters, seals, panels, boxes and surrounding environment for tampering.

Measures: Reports of hazardous wiring, or tampering of meters to be turned in immediately to the appropriate department.

3. Performs investigations and prepares reports on any hazardous wiring, or service box.

Measures: Reports of hazardous wiring, or tampering of meters to be turned in immediately to the appropriate department.

4. Checks reports of abnormal electric and water usage, performs field investigations in response to customer complaints, checks radio transmitted and regular meters and meter reads, and discusses customer related information in the field.

Measures: Demonstrates good written and oral communication skills, and a courteous and cooperative manner when dealing with customers in the field.

5. Performs other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

All types of electric and water meters, voltages, and procedures; meter reading procedures, and related data.

Ability to:

Interact effectively with the public and employees. Determine different types of electric problems and hazards; deal with the general public, and occasionally irate customers.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma, or equivalent, and additional trade school training. Training in safe procedures when working with high voltage electric meters and water metering equipment.

Experience:

Typical experience would include five years meter reading and repair experience.

Special Requirements:

Possession of the appropriate California driver's license, or the ability to acquire one within ten days of appointment.

WORKING SUPERVISOR - UTILITY FIELD SERVICES**DEFINITION:**

Under direction, assigns, supervises and assists the work of subordinates engaged in reading meters and performing customer service work.

DISTINGUISHING CHARACTERISTICS

This classification is distinguished from the Lead Meter Reader in that the Working Supervisor is responsible for the day to day operation of the Utility Field Services Division, including planning daily work schedules and overseeing the work of subordinates. The Working Supervisor may be called upon to perform Customer Service Worker or Meter Reader duties under emergency circumstances, including, but not limited to, personnel shortages, scheduling conflicts and to preserve the utility system's operational integrity.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Plan daily work schedules and assign and review the work of subordinates.

Measures: Effectively delegates work to subordinates in accordance with available staff resources. Ensures employees receive appropriate training and tools necessary to effectively perform their duties.

2. Inspect work performed by division employees during process and upon completion to ensure that proper work standards are maintained.

Measures: Work is inspected on a timely and thorough basis.

3. Monitor meter reader routes and recommend changes as necessary.

Measures: Routes are effectively balanced and properly coded.

4. Lead and instruct subordinates in the performance of their duties.

Measures: Workers possess proper training in services and equipment, making their efforts more effective.

5. Prepare and/or review necessary records including purchase orders, invoices, time sheets, work

~~schedules and operating data.~~

Measures: Reports are prepared and/or reviewed in a thorough and timely manner.

6. Answer and respond to requests and emergency calls from public.

Measures: Communicates requests/emergency calls to appropriate parties; minimizes disruption of normal service.

7. Handle customer complaints relative to meter reading or customer service work.

Measures: Complaints and/or inquiries are handled in a professional and effective manner in accordance with established departmental and City policies and procedures. Appropriate utilities are notified of problems.

8. Resolve problems encountered by Utility Field Services personnel, such as meter access and hazardous conditions.

Measures: Problems and hazardous conditions are investigated and resolved in a timely manner.

9. Monitor safety practices.

Measures: Employee mishaps and resulting down time are minimized.

10. Perform related duties as assigned.

QUALIFICATIONS:

Knowledge of:

General order of street addresses; meter reading techniques; personal computers; all types of electric and water meters and voltages; City Utility policies and procedures; City safety standards; general business and accounting procedures; effective customer relationship skills; effective interpersonal communication skills; and safety measures when working with high voltage electric meters and water metering equipment.

Ability to:

Interact effectively and diplomatically with the public and employees; effectively manage personnel, including supervision, training and enforcement of safety practices; plan and direct the work of others; respond to questions from internal and external customers courteously and accurately; remain positive in difficult and/or negative situations; handle sensitive matters with tact and diplomacy; observe and problem solve operational situations; analyze situations accurately and take effective courses of action; operate a personal computer and software; learn utility-related software; and use independent discretion in the handling and disclosure of information; operate electronic meter-

reading devices and record meter readings; perform moderately strenuous work involved in reading meters, perform basic mathematical calculations; read and interpret City maps; use a variety of hand tools; drive a City vehicle; and oversee and coordinate the work of others.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma or equivalent.

Experience:

Typical experience would include five years of progressive relevant experience in meter reading, including one to two years of supervisory experience.

Special Requirements:

Possess a valid California driver's license, or the ability to acquire one within ten days of appointment.

CLASS SPEC EST 10/05
Rev 3/10

~~WORKING SUPERVISOR - ELECTRIC UTILITY FIELD SERVICES~~DEFINITION:

Under direction, assigns, supervises and assists the work of subordinates engaged in reading, installing, maintaining, and inspecting equipment related to the City's electrical metering infrastructure; maintains the responsibility for the day-to-day operation of the Utility Field Services Division, including planning daily work schedules and overseeing the work of subordinates.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Plan, prioritize, assign, supervise, and review the work of Utility Field Services operations staff.

Measures: Effectively delegates work to subordinates in accordance with available staff resources. Ensures staff receives proper training on procedures and use of equipment necessary to effectively perform their duties. Ensures staff is following established safety procedures.

2. Evaluate operations and activities of assigned area of responsibility; recommend improvements and modifications; prepare various reports on operations and activities.

Measures: Work is assigned to subordinates in an efficient manner; process inefficiencies are evaluated and improvements recommended.

3. Inspect and review work completed by subordinate staff; assess work performance and make recommendations for improvement as needed.

Measures: Meter installation and repairs are performed in a safe, accurate manner. Meter reads are accurate and obtained as needed to facilitate accurate utility billing.

4. Prepare and/or review necessary records including invoices, time sheets, work schedules and operating data.

Measures: Reports are prepared and/or reviewed for accuracy in a thorough and timely manner.

5. Answer questions and provide information to the public; investigate complaints and recommend corrective action as necessary; may facilitate action by law enforcement or animal control as necessary.

Measures: Uses independent judgement in dealing with customer issues and problems;

demonstrates good written and oral communication skills; and a professional and cooperative manner, consistent with City policies and procedures, when dealing with customers in the field. Communicates requests/emergency calls to appropriate parties; minimizes disruption of normal service.

6. Resolve problems encountered by Utility Field Services staff, such as meter access and hazardous conditions.

Measures: Problems and hazardous conditions are investigated and resolved in a timely manner.

7. Perform related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Principles of supervision, training, and project oversight; operation of the various utility meters installed within the City's utility service area; methods, techniques, tools, equipment, and materials used in the troubleshooting, minor repair, and installation of utility metering systems; electrical safety practices and procedures including substation entrance procedures, personal protective equipment, and electrical clearances; basic computer skills; general order of street addresses; meter reading techniques; all types of electric and water meters and voltages; City Utility policies and procedures; City safety standards; general business and accounting procedures; effective customer relationship skills; effective interpersonal communication skills; and safety measures when working with high voltage electric meters and water metering equipment.

Ability to:

Organize, implement, and direct activity related to Utility Field Services; perform installation and removal of electric meters and related minor repairs; identify and repair minor problems with electric and water meters and associated metering infrastructure; communicate complicated problems/irregularities to appropriate City staff; remain positive in difficult and/or negative situations; handle sensitive matters with tact and diplomacy; consistently know and understand operations and observe safety rules; analyze problem situations and/or equipment; work safely around exposed switch gear and metering components; identify and locate metering sites, interpret work orders, remember equipment locations; communicate jobs and tasks to others; maintain accurate, understandable records; prepare routine reports; interact with the public in a tactful, professional manner; and operate a computer or other electronic devices as necessary to perform job duties.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma or equivalent, and additional trade school training specific to the fundamentals of electricity and functionality of self-

contained and transformer rated meters and the safety hazards associated with each meter. Note: Minimum acceptable training would be the completion of 50 hours single and polyphase metering training at an electric utility industry approved training institute.

Experience:

Any combination of experience that provides the required knowledge, skills, and abilities is qualifying; typical experience would include five years experience in a field related to meter maintenance and repair, and two years of supervisory experience. Applicable vocational training may be substituted in-lieu of actual experience.

Special Requirements:

Possess a valid California driver's license, or the ability to acquire one within ten days of appointment.

Physical Requirements:

Walk long distances; sit while driving and preparing reports; bend, squat, kneel, and twist when performing utility meter installation/removal; perform simple and power grasping, pushing, pulling and fine manipulation; lift or carry weight up to 50 pounds.

CLASS SPEC EST 1005
Rev 3/10
Rev 5/11

ELECTRIC UTILITY FIELD SERVICES TECHNICIAN**DEFINITION:**

Under general supervision, sets and/or disconnects electric and water service for new customers, customers changing locations within the City, and for non-payment of utility bills. Performs work installing, maintaining, and inspecting equipment related to the City's electrical metering infrastructure.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Connect and disconnect electric and water service; complete inspections to ensure safe efficient operation of metered service.

Measures: All connects and disconnects completed accurately and in accordance with all applicable safety procedures.

2. Perform field disconnections of utility service for delinquent accounts, breach of contract, nonpayment, returned checks, change of occupancy, safety and meter tampering; respond to customer inquiries and complaints concerning utility service policies; perform field investigations of high bill inquiries.

Measures: Uses independent judgement in dealing with customer service issues and problems; demonstrates good written and oral communication skills, and a professional and cooperative manner, consistent with City policies and procedures, when dealing with customers in the field.

3. Install, maintain, and inspect self contained electro-mechanical and solid state electrical metering equipment including RF transmitters, automated metering infrastructure, prepay devices, demand side management controls, and other related equipment.

Measures: All meter installation and repairs performed in a safe, accurate manner. Troubleshooting of equipment completed effectively with thorough documentation of action to facilitate accurate billing.

4. Complete investigations of possible energy diversion and meter tampering; ensure accurate meter operation including proper meter registration.

Measures: Reports of utility theft are mitigated in a safe manner. Occurrences of utility theft are documented in a manner that maximizes the City's ability to recover losses; evidence is

handled following acceptable chain of custody practices.

5. Perform investigations and prepare reports for hazardous wiring and faulty meter installations.

Measures: Hazardous wiring and unsafe conditions are reported to appropriate personnel.

6. Perform other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Basic operation of the various utility meters installed within the City's utility service area; methods, techniques, tools, equipment, and materials used in the troubleshooting, minor repair, and installation of utility metering systems; electrical safety practices and procedures including substation entrance procedures, personal protective equipment, and electrical clearances; and basic computer skills.

Ability to:

Perform installation and removal of electric meters and related minor repairs; identify and repair minor problems with electric and water meters and associated metering infrastructure; communicate complicated problems/irregularities to appropriate City staff; consistently know and understand operations and observe safety rules; analyze problem situations and/or equipment; work safely around exposed switch gear and metering components; identify and locate metering sites, interpret work orders; remember equipment locations; communicate jobs and tasks to others; maintain accurate, understandable records; prepare routine reports; interact with the public in a tactful, professional manner; and operate a computer or other electronic devices as necessary to perform job duties.

Education:

Any combination of training that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma, or equivalent, and additional trade school training specific to the fundamentals of electricity and functionality of self-contained and transformer rated meters and the safety hazards associated with each meter. Note: Minimum acceptable training would be the completion of 50 hours single and polyphase metering training at an electric utility industry approved training institute.

Experience:

Any combination of experience that provides the required knowledge, skills, and abilities is qualifying; typical experience would include five years experience in a field related to meter maintenance and repair. Applicable vocational training may be substituted in-lieu of actual experience.

Special Requirements:

Possession of the appropriate California driver's license, or the ability to acquire one within ten days of appointment.

Physical Requirements:

Walk long distances; sit while driving and preparing reports; bend, squat, kneel, and twist when performing utility meter installation/removal; perform simple and power grasping, pushing, pulling, and fine manipulation; lift or carry weight up to 50 pounds.

REV 11/98
REV 5/11



CITY OF

original with
the city
clerk's office

PERSONNEL DIVISION

PERSONNEL - VOLUNTEERS

777 Cypress Avenue, Redding,

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

March 18, 2011

P-100-050-070

Ray Thomas, Assistant Business Manager
IBEW Local 1245
30 Orange Tree Circle
Vacaville, CA 95687

Subject: Side Letter of Agreement Between City of Redding and IBEW 1245- Maintenance Employees Regarding Temporary Employee Definition

Dear Ann:

This letter will memorialize the agreement reached between the City of Redding and IBEW 1245 - Maintenance regarding the modification of the definition of temporary employee in Article 7: Employee Status, Section 7.4.

The City and Union recognize the City has traditionally hired Public Works Maintenance Workers in the Parks Division on a full time seasonal basis, working a forty (40) hour per week work schedule. These full time temporary employees assist the Parks Division in maintaining the various City properties and are budgeted not to exceed one thousand (1,000) hours in a fiscal year.

The Parks Division has determined it would be beneficial to the City if the temporary employees could work a part time, rather than full time work schedule. This would allow the City to hire more temporary employees to perform the lower skilled work such as bathroom maintenance, mowing and leaf blowing. This will in turn provide more weekly work hours for the Gardner classification to perform the higher level park maintenance duties.

The City proposes the following language change to Article 7: Employee Status, Section 7.4:

7.4 A Temporary employee assigned to perform the duties of a Utility Field Worker, or Meter Reader or Public Works Maintenance Worker assigned to the Parks Division is defined as an employee hired for occasional or seasonal work (Status 9), for a period not to exceed one thousand (1,000) hours in a fiscal year. A Temporary employee may work full-time, part-time, intermittent, or on an irregular schedule. A Temporary employee shall receive not less than the minimum rate for the job but shall not be eligible for sick leave pay, holiday pay, vacation pay, insurance coverage, retirement plan participation or items of a similar nature, nor shall the employee accrue seniority or promotion or transfer rights. If a Temporary employee is reclassified to Regular or Full-Time Temporary status, the employee shall not be credited with service in determining eligibility for such benefits as may accrue to the employee in the new status. Temporary employees shall not displace Regular employees nor be used to avoid incidental over-time for Regular employees.

Side Letter of Agreement Regarding Temporary Employee Definition

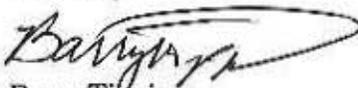
March 18, 2011

Page 2

The City and Union understand that this agreement is binding only in this particular case and shall not set precedent for either the City or the Union. Either the City or the Union may cancel this side letter by providing ninety (90) days notice to the other party.

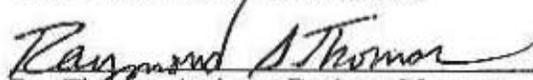
If the Union concurs with the foregoing, please sign and date two copies of this letter, return one to me, and keep the other copy for your records.

Sincerely,



Barry Tippin
Assistant City Manager

The Union concurs with the above:


Ray Thomas, Assistant Business Manager

3-18-11
Date

C: Kim Niemcr, Director - Community Services
Mark Burgon, Parks Superintendent

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL - VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

PO, Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

March 30, 2010
CODE: P-100-050-070

Ray Thomas, Senior Business Representative
IBEW Local 1245
30 Orange Tree Circle
Vacaville, CA 95687

Subject: Side Letter of Agreement Between the City of Redding and IBEW 1245 - Maintenance Employees Regarding Working Supervisor – Utility Field Services Definition Modification.

Dear Ray:

This letter will memorialize the agreement reached between the City of Redding and IBEW 1245 - Maintenance regarding the modification of the definition of Working Supervisor – Utility Field Services.

The City and Union recognize the position of Working Supervisor – Utility Field Services is periodically in charge more than eight (8) other employees, however, Exhibit "B" Job Definitions in the Memorandum of Understanding does not have a provision to provide a wage increase of five percent (5%) in these instances. The City proposes the following language change/clarification to Exhibit "B": Job Definitions to be effective February 21, 2010:

Working Supervisor – Utility Field Services

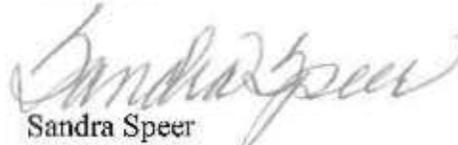
An employee who is working supervisor in charge of employees engaged in reading meters and performing customer service work. The employee will be required to arrange meter reading routes, handle customer complaints relative to meter reading, customer service work or bills, resolve problems encountered by Utility Field Services personnel, such as meter access and hazardous conditions. The employee may be required to meet the public and, if the employee is, the employee shall be capable of performing such assignment with tact and diplomacy. The employee shall have the personal qualifications of leadership and supervisory ability, be familiar with City Utility policies and procedures, City's safety standards, accounting procedures, and all other applicable rules and regulations. The employee may be required to read meters and perform customer service worker duties and be capable of performing all assigned duties with skill, efficiency and safety. When in charge of more than eight (8) other employees, the employee's wage shall be increased by five percent (5%).

Additionally, language will be inserted into the Working Supervisor – Utility Field Services classification specification under "Ability to" to maintain consistency in supervisory language with other Working Supervisor classification specifications. Please see attached classification specification.

Side Letter of Agreement to MOU between the City of Redding and IBEW Maintenance
Regarding Working Supervisor – Utility Field Services Definition Modification.
March 30 2010
Page two

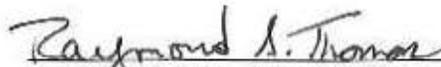
If the Union concurs with the foregoing, please so indicate by signing both of the enclosed
original side letters, keeping one for your records and returning the other to me.

Sincerely,



Sandra Speer
Personnel Director

The Union concurs with the above:


Ray Thomas, Senior Business Representative
IBEW Maintenance Local 1245

Date: 3.30.10

c: Paul Hauser, Director – Electric Utility

WORKING SUPERVISOR - UTILITY FIELD SERVICES

DEFINITION:

Under direction, assigns, supervises and assists the work of subordinates engaged in reading meters and performing customer service work.

DISTINGUISHING CHARACTERISTICS

This classification is distinguished from the Lead Meter Reader in that the Working Supervisor is responsible for the day to day operation of the Utility Field Services Division, including planning daily work schedules and overseeing the work of subordinates. The Working Supervisor may be called upon to perform Customer Service Worker or Meter Reader duties under emergency circumstances, including, but not limited to, personnel shortages, scheduling conflicts and to preserve the utility system's operational integrity.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Plan daily work schedules and assign and review the work of subordinates.

Measures: Effectively delegates work to subordinates in accordance with available staff resources. Ensures employees receive appropriate training and tools necessary to effectively perform their duties.

2. Inspect work performed by division employees during process and upon completion to ensure that proper work standards are maintained.

Measures: Work is inspected on a timely and thorough basis.

3. Monitor meter reader routes and recommend changes as necessary.

Measures: Routes are effectively balanced and properly coded.

4. Lead and instruct subordinates in the performance of their duties.

Measures: Workers possess proper training in services and equipment, making their efforts more effective.

5. Prepare and/or review necessary records including purchase orders, invoices, time sheets, work

schedules and operating data.

Measures: Reports are prepared and/or reviewed in a thorough and timely manner.

6. Answer and respond to requests and emergency calls from public.

Measures: Communicates requests/emergency calls to appropriate parties; minimizes disruption of normal service.

7. Handle customer complaints relative to meter reading or customer service work.

Measures: Complaints and/or inquiries are handled in a professional and effective manner in accordance with established departmental and City policies and procedures. Appropriate utilities are notified of problems.

8. Resolve problems encountered by Utility Field Services personnel, such as meter access and hazardous conditions.

Measures: Problems and hazardous conditions are investigated and resolved in a timely manner.

9. Monitor safety practices.

Measures: Employee mishaps and resulting down time are minimized.

10. Perform related duties as assigned.

QUALIFICATIONS:

Knowledge of:

General order of street addresses; meter reading techniques; personal computers; all types of electric and water meters and voltages; City Utility policies and procedures; City safety standards; general business and accounting procedures; effective customer relationship skills; effective interpersonal communication skills; and safety measures when working with high voltage electric meters and water metering equipment.

Ability to:

Interact effectively and diplomatically with the public and employees; effectively manage personnel, including supervision, training and enforcement of safety practices; plan and direct the work of others; respond to questions from internal and external customers courteously and accurately; remain positive in difficult and/or negative situations; handle sensitive matters with tact and diplomacy; observe and problem solve operational situations; analyze situations accurately and take effective courses of action; operate a personal computer and software; learn utility-related software; and use independent discretion in the handling and disclosure of information; operate electronic meter-

reading devices and record meter readings; perform moderately strenuous work involved in reading meters, perform basic mathematical calculations; read and interpret City maps; use a variety of hand tools; drive a City vehicle; and oversee and coordinate the work of others.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma or equivalent.

Experience:

Typical experience would include five years of progressive relevant experience in meter reading, including one to two years of supervisory experience.

Special Requirements:

Possess a valid California driver's license, or the ability to acquire one within ten days of appointment.

CLASS SPEC EST 10/05
REV 3/10

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-7718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

November 16, 2009

CODE: P-100-050-070

Ray Thomas, Senior Business Representative
IBEW Local 1245
P.O. Box 492817
Redding, CA 96049

Subject: Side Letter of Agreement to MOU between City of Redding and IBEW-Maintenance Unit Regarding Modification of Building and Facilities Mechanic I Classification Specification

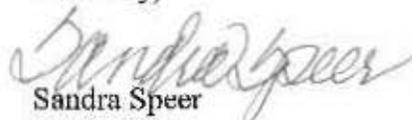
Dear Ray:

The purpose of this letter is to codify the modifications made to the classification specification of Building and Facilities Mechanic I, specifically adding examples of duties for those assigned to the Solid Waste Division. Attached is the Building and Facilities Mechanic I classification specification with the modifications indicated through underline.

Additionally, the City and Union would like to discuss modifications to the Building and Facilities Mechanic II classification specification specific to the experience and special requirements for those assigned to the Solid Waste Division during the next negotiation.

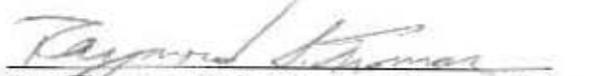
If the Union concurs with the foregoing, please sign and date the enclosed copies of this letter, return one to me, and keep the other copy for your records.

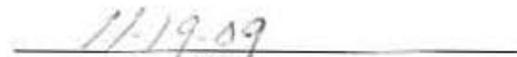
Sincerely,


Sandra Speer
Personnel Director

Attachments

The Union concurs with the above:


Ray Thomas, Senior Business Representative


Date

c: Barry Tippin, Assistant City Manager/Director of Municipal Utilities
Paul Clemens, Municipal Utilities Manager - Solid Waste
Nathan Cannon, Public Works Supervisor - Solid Waste

DEFINITION:

Under general supervision, engaged in performing a wide variety of duties relating to the installation, construction, operation, maintenance and repair of buildings, facilities, mechanical equipment, street signs, irrigation systems and other property of a similar nature within the assigned division.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Perform carpentry, plumbing, electrical work, painting, cement work, masonry, gas and electric welding, and custodial related to buildings, facilities, grounds, mechanical equipment, street signs, sprinkler systems and other property of a similar nature.

Measures: All job orders to be carried out in a safe and efficient manner.

2. Operate City vehicles and equipment, including hydraulic lift truck (bucket truck), forklift and tractors (farm type).

Measures: Safe, efficient use.

3. May be required to direct the work of other personnel.

Measures: Demonstrate leadership skills when directing the work of other maintenance workers.

4. Perform related duties as assigned.

In addition to above 1 - 4, when assigned to **Airports Division**:

5. Perform installation, construction, maintenance and repair of buildings, hangars, grounds, mechanical equipment, building lighting systems, street signs, irrigation systems, runway, taxi-way, and aircraft parking area surfaces to include paint striping, airfield lighting systems and tie-down ropes/chains in accordance with Part 139 Regulations.

Measures: Airfield facilities meet operational and safety standards and pass the test of annual Federal Aviation Administration (FAA) formal inspection.

6. Perform maintenance and repair of airport buildings, and perimeter security fencing as

necessary; respond to numerous tenant problems and complaints.

Measures: Maintenance and repair work orders will be carried out promptly in accordance with appropriate building codes, City regulations and FAA regulations. Tenants enjoy consistent and reasonable support.

7. Perform installation and maintenance of landscaped areas at the two City owned airports.

Measures: Installation of trees, plants and shrubs according to seasonal needs. Landscaped areas maintained according to schedule and aesthetic demand.

In addition to above 1 - 4, when assigned to **Solid Waste Division**:

5. Repair solid waste containers and drop boxes, including the repair and maintenance of power operated compactors.

Measures: All repairs are carried out in a safe and efficient manner.

6. Assist with major repairs and perform routine maintenance work on hydraulic and electrically operated stationary equipment, such as a Materials Recovery Facility (MRF) and a knuckle boom crane, as necessary.

Measures: Routine maintenance work is completed safely and efficiently with as little downtime as possible.

QUALIFICATIONS:

Knowledge of:

All appropriate City, State and Cal/OSHA standards, policies, and regulations relating to construction maintenance and repair.

Employees assigned to the **Airports Division** shall have knowledge of Federal Aviation Administration (FAA) regulations regarding safety, communications, FAA radio controlled ground movement on airfield operations area, and Transportation Security Administration (TSA) security regulations. Employees shall be required to complete Airport ground vehicle operator training course and pass written and practical tests.

Ability to:

Interact effectively with the public, employees and tenants. Background of apprenticeship and experience in related fields must be sufficient to provide the employee the ability to perform all required duties with skill, efficiency, and safety. Those assigned to the **Airports Division** will have the ability to operate equipment such as two-axle trucks, scissor lift, brush chipper, and tractor/mower.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma, or equivalent.

Experience:

Typical experience would include a journey level of skill in one of the crafts listed above and be reasonably proficient in performing routine tasks in the other crafts. Three years relevant experience in craft or building maintenance.

Special Requirements:

Possession of the appropriate California driver's license, or the ability to acquire one within ten days of appointment.

Working Conditions:

To be updated based on Form RU 91 completed by the applicable division/department.

Rev 08/07
Rev/Est 5/09
Rev 10/09

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL, VOLUNTEER SERVICES, RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

October 2, 2009

Ray Thomas, Senior Business Representative
IBEW Local 1245
30 Orange Tree Circle
Vacaville, California 95687

Subject: Side Letter of Agreement to MOU between City of Redding and IBEW- Maintenance Unit Re Certain Parks Duties Being Performed by Non-Unit and Non-City employees.

Dear Ray:

The purpose of this letter is to confirm the agreement reached between the City of Redding and IBEW - Maintenance Unit regarding certain parks' duties being performed by non-unit and non-city employees. The understanding is as follows:

The Shasta County Probation Department will refer certain people to the Parks Department who have been convicted of minor violations of the law, and therefore fined by the Shasta county court. At times, probationers are assigned by the Courts to perform public service duties in lieu of paying a fine. The duties to be performed for the City of Redding Parks Department shall consist of relatively routine tasks; which includes cleaning restrooms, picking up trash, and other unskilled duties at the City's parks in and around restrooms. Probationers may use edgers, weed eaters, or leaf blowers in the performance of their duties.

Probationers assigned to the City will not represent any risk to City of Redding employees who will be providing supervision to them. The Shasta County Probation Department has assured the City of Redding that only non-violent probationers will be assigned in the foregoing duties for the City of Redding at any given time.

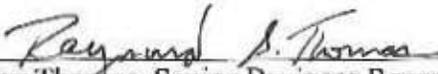
If this is consistent with your understanding, please sign and date both enclosed original letters, and return one of them to me.

Sincerely,

Linda Johnson
Personnel Director

Attachment

The Union concurs with the above:


Ray Thomas, Senior Business Representative

10-13-09
Date

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL . VOLUNTEER SERVICES . RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

September 25, 2009

P-100-050-070

Ray Thomas, Senior Business Representative
IBEW Local 1245
30 Orange Tree Circle
Vacaville, California 95687

Subject: Side Letter of Agreement to MOU between City of Redding and IBEW- Maintenance Unit Re Changes to Water Lead Worker Classification and Reclassification of Three Employees

Dear Ray:

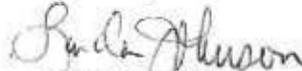
The purpose of this letter is to confirm the agreement reached between the City of Redding and IBEW – Maintenance Unit regarding changes to the attached Water Lead Worker classification specification and reclassification of three (3) employees. This agreement settles a grievance filed by IBEW and concludes work done by a labor/management Ad Hoc committee. The revised Water Lead Worker classification is attached to and incorporated into this agreement. The parameters of the agreement are as follows:

1. Mike Gilbert and Dan Lamb will be reclassified from Water Maintenance Worker to Water Lead Worker and specifically assigned to perform backflow and customer service duties effective October 5, 2009. Their pay will be the same as the one-step Water Lead Worker classification.
2. Mike Hartman will be reclassified from Maintenance Worker to Water Lead Worker for a period of twenty-four (24) months effective October 5, 2009. In the event that after a twenty-four (24) month period there is no longer Water Lead Worker (backflow/customer service duties) available for Mr. Hartman to perform, the City may elect to return Mr. Hartman to his former classification of Water Maintenance Worker, then Mr. Hartman shall maintain preferential rights over any and all Article 11 pre-bidders to any future vacancy of a Water Lead Worker assigned to perform backflow and customer service duties.
3. Mike Gilbert, Dan Lamb, and Mike Hartman will continue to participate on the Standby call out list.
4. Water Lead Worker Certification for employees performing backflow and customer service duties will be as follows: The Backflow Certification will be equivalent to the D-3, specifically the minimum certification will be D-2 plus Backflow Certificate and the employee will be paid at the D-3 level.

Side Letter Re Changes to Water Lead Worker Classification and Reclassification of Employees
Page Two
September 25, 2009

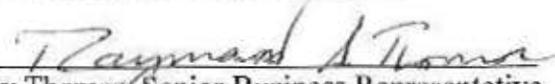
If this is consistent with your understanding, please sign and date both enclosed original letters,
and return one of them to me.

Sincerely,


Linda Johnson
Personnel Director

Attachment

The Union concurs with the above:


Ray Thomas, Senior Business Representative

10-02-09
Date

c: Barry Tippin, Assistant City Manager

WORKING SUPERVISOR - WATER

DEFINITION:

Under direction, assigns, supervises and assists the work of subordinates engaged in maintenance and operation of water supply and distribution facilities.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Plans daily work schedule and assigns work to subordinates.

Measures: Employees understand work expectations and priorities; work orders filled promptly.

2. Inspects work performed by department employees during process and upon completion to ensure that proper work standards are maintained.

Measures: Work inspected on a timely and thorough basis.

3. Leads and instructs subordinates in the performance of repairs, maintenance and the operation of equipment.

Measures: Workers possess proper training in services and equipment, making their efforts more effective.

4. Works with other departments establishing procedures and guidelines for the operation, maintenance, and repair of water supply and pumping equipment.

Measures: Repair and maintenance schedules are properly followed, ensuring well maintained facilities.

5. Prepares necessary records including purchase orders, invoices, time sheets, work schedules and operating data.

Measures: Reports are prepared in a thorough and timely manner.

6. Answers and responds to requests and emergency calls from public.

Measures: Communicates system shutdowns to appropriate parties; minimizes disruption of normal service.

7. Monitors safety practices.

Measures: Employee mishaps and resulting down time are minimized.

8. Plans future construction and maintenance of the water distribution system.

Measures: Anticipates future needs and makes appropriate provisions for their undertaking.

9. Performs related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Methods, materials, equipment and operation for water distribution and pumping; equipment repair, maintenance and testing; characteristics and maintenance needs of a variety of water pumping equipment; City construction and safety standards; general business and accounting procedures.

Ability to:

Interact effectively with the public and employees. Operate and maintain water pumping equipment; effectively manage personnel, including supervision, training and enforcement of safety practices; plan and direct the work of others; operate equipment.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma, or equivalent, or trade school degree.

Experience:

Typical experience would include five years of progressive relevant experience in water supply and distribution maintenance, including at least ~~six (6)~~ twelve (12) months experience as a Water Lead Worker assigned to perform Distribution System Maintenance duties and one to two years of supervisory experience.

Special Requirements:

Possess a valid California driver's license, or the ability to acquire one within ten days of appointment.

~~American Water Works Association~~ Grade 2 California Department of Public Health Water Distribution Operator Certificate, Grade II (D23).

Working Conditions:

Date of study: January 1991. The following duties have been identified as the critical job elements for the **WORKING SUPERVISOR - WATER** classification. The Med-Tox Physical Standards Study established several task statements for each physical ability; the task statements selected below are based on the (1) Significant level of physical ability required to perform the task, (2) the high level of rater agreement - reliability, (3) the frequency with which the task is performed and (4) the high degree of criticality and importance raters assigned to the task.

STATIC STRENGTH: Lift a 100-lb. bag of dry chemicals from floor level to shoulder level.

EXPLOSIVE STRENGTH: Swing a long steel bar weighing approximately 15-20 lbs. to break out a meter box.

DYNAMIC STRENGTH: Pull your body out of a pit.

TRUNK STRENGTH: Bend over while working in the pit.

STAMINA: Climb a tank ladder approximately 30-feet high.

EXTENT FLEXIBILITY: Reach across pumps and motors to get tools.

DYNAMIC FLEXIBILITY: Continuously reach and stretch while working on pumps, meters, motors.

SPEED OF LIMB MOVEMENT: No critical elements identified.

WHOLE BODY COORDINATION: Climb a ladder.

WHOLE BODY EQUILIBRIUM: Maintain your balance while dragging a fire hose across concrete troughs 1-1/2 feet wide, 15-20 feet long, and approximately 4-feet above the ground.

ARM-HAND STEADINESS: Carefully handle acid and other hazardous chemicals that cannot be spilled when conducting lab analysis.

MULTI-LIMB COORDINATION: Drive a vehicle with a manual transmission.

MANUAL DEXTERITY: Remove and replace water meters.

FINGER DEXTERITY: Use your fingers to handle the small parts of a regulator while assembling it. Assemble nuts, bolts and washers.

NEAR VISUAL ACUITY: Read instruction sheets.

FAR VISUAL ACUITY: Read addresses at night from the street while in a vehicle.

COLOR DISCRIMINATION: Distinguish among the red, green and amber colors of traffic

signals.

HEARING QUIET: Hear and understand the conversation of members of the public.

HEARING NOISY: Hear and understand the conversation of members of the public. Hear and understand another worker talk while you are in a manhole.

HEARING LOCATION: Determine which valve is leaking by noticing the location of the sound.

HEARING DISCRIMINATION: Recognize distinct motor noises to detect a problem.

Rev 9/09

DEFINITION:

Under general supervision, engaged in performing all types of installation, construction, repair, operation, and maintenance work on water supply, distribution and treatment facilities in the assigned section within the Water Distribution Division.

DISTINGUISHING CHARACTERISTICS:

Incumbents act as lead workers assigned to a functional area of the Water Distribution Division. This classification is covered by the I.B.E.W. Maintenance Memorandum of Understanding.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties as required. Not all duties listed are necessarily performed by each individual in the classification.

When assigned to perform Distribution System Maintenance duties:

1. Install new water services.

Measures: Demonstrates the craft qualifications necessary to install water services. Duties are performed in a skillful, timely, efficient, and safe manner.

2. Repair leaks on water services and mains.

Measures: Leaks are repaired according to City and/or established standards and in a timely fashion.

3. Install new fire hydrants.

Measures: Demonstrates craft qualifications necessary to install fire hydrants. Hydrants are installed according to City and/or established standards.

4. Repair of existing fire hydrants.

Measures: Demonstrate the craft qualifications necessary to maintain water facilities. Performed with skill, efficiency, and safety.

5. Replace water meters.

Measures: Meters are installed in a timely, safe, and efficient manner.

~~6. Install and replace backflow prevention devices.~~

~~Measures: Devices are installed according to City and/or established standards in a timely manner.~~

6. Install and replace backflow prevention devices.

Measures: Devices are installed according to City and/or established standards in a timely manner.

~~7. Leads the work of other employees assigned to the job.~~

~~Measures: Demonstrates personal qualifications of leadership.~~

~~87. Customer Service and public relations.~~

~~Measures: Work with Customer Services Representatives in resolving all types of water related issues, either by customer service orders, or by calls fielded by Redding Municipal Utilities from water customers in a timely and efficient manner. Maintain computer spreadsheets on all work completed in a timely manner.~~

~~898. Performs other related duties as assigned.~~

When assigned to perform Backflow and Customer Service duties:

1. Install, maintain, test and repair or replace or all types of water Backflow Assemblies.

Measures: Demonstrate knowledge of the laws that regulate a Cross Connection Control Program. Backflow devices shall be installed and tested according to the standards established by the AWWA, the City's Cross Connection Control program, and the City of Redding's Construction Standards in a timely manner.

2. Install, maintain, test, and repair or replace water meters, water meter registers and remote reading devices (ERTS).

Measures: Meters shall be installed and tested in a safe, efficient and timely manner. Demonstrate knowledge in identifying and installing water measuring Registers and ERTS.

3. Maintain the meter room and ensure it is stocked with the appropriate water meters, backflow devices/assemblies, registers and ERTS.

Measure: Meter Room maintained in a manner that promotes maximum safety and efficiency; maintain proper inventory of meters, ERT's, meter registers, fire hydrant meters, and associated Backflow repair parts for daily operations.

4. Investigate low water pressure complaints, and repair as necessary;

Measure: Work to resolve water related issues in a timely and efficient manner.

5. Respond to customer calls for service.

Measure:

5. Collect samples for water analysis.

Measure: Samples are properly prepared and preserved for testing.

4-6. Customer Service and public relations.

Measures: Work with Customer Service Representatives in resolving all types of water related issues, either by customer service orders, or by calls fielded by Redding Municipal Utilities from water customers in a timely and efficient manner. Maintain computer spreadsheets on all work completed in a timely manner. Enter data relative to closing out Customer Service orders, meter changes, register changes and remote read equipment information.

5-7. Perform other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Federal, State, County, and local laws governing Cross Connection Control Programs depending on the assignment; City and OSHA construction, repair, and safety standards and regulations.

Ability to:

Interact effectively with the public and employees. Depending on assignment, Mmake hot taps on water mains; make service hookups on mains; install valves, tees, hydrants, and other system fittings; install, maintain, test and repair or replace backflow prevention and varied water devices; maintain accurate records and prepare reports of work performed; interact effectively with the public, contractors and other employees; collect and preserve water samples; operate a backhoe, dump truck, hydalift, cement saw, and other related equipment.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma, or equivalent.

Experience:

Typical experience would include three years progressively responsible relevant experience in maintenance and repair of water distribution facilities.

Special Requirements:

When assigned to Distribution System Maintenance:

Grade 1-2 AWWA California Department of Public Health District Water Distribution operations Operator certificate (D2); Grade 3 California Department of Public Health Water Distribution Operator certificate (D3) desirable.

Possession of the appropriate California driver's license, or ability to obtain one within ten days of appointment.

When assigned to Backflow and Customer Service:

Grade 2 California Department of Public Health Water Distribution Operator certificate (D2); California-Nevada Section of the AWWA Association Backflow Prevention Assembly General Tester, or University of Southern California Backflow General Tester license, or American Backflow Prevention Association General Tester certificate desirable.

Possession of the appropriate California driver's license, or ability to obtain one within ten days of appointment.

Rev 9/09

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL . VOLUNTEER SERVICES . RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-7718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4067 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

September 22, 2009

Ray Thomas, Senior Business Representative
IBEW Local 1245
30 Orange Tree Circle
Vacaville, California 95687

Subject: Side Letter of Agreement to MOU between City of Redding and IBEW- Maintenance Unit
Re Error in Lines of Progression Language in Contract

Dear Ray:

The purpose of this letter is to confirm the agreement reached between the City of Redding and the International Brotherhood of Electrical Workers, Local Union 1245 - Maintenance Unit regarding changing the Transfer Station Operator from "Next Lower Classification" to the "Same or Higher Classification" in the Lines of Progression chart in the IBEW Memorandum of Understanding. The Heavy Equipment Operator and the Transfer Station Operator are both paid \$22.73 per hour. The change to Exhibit "C" - Lines of Progression in the Memorandum of Understanding will be as follows:

CLASSIFICATION	NEXT LOWER CLASSIFICATIONS	SAME OR HIGHER CLASSIFICATIONS
HEAVY EQUIPMENT OPERATOR	Equipment Operator Solid Waste Truck Driver II Transfer Station Operator	Public Works Lead Worker <u>Transfer Station Operator</u> Working Supervisor - Public Works Working Supervisor - Landfill

If this is consistent with your understanding, please sign and date both enclosed original letters, and return one of them to me.

Sincerely,

Linda Johnson
Personnel Director

Attachment

The Union concurs with the above:

Ray Thomas, Senior Business Representative

9-22-09
Date

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL - VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

PO, Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

August 25, 2009

CODE: P-100-050-070

Ray Thomas
IBEW Local 1245
30 Orange Tree Circle
Vacaville, CA 95687

Subject: Side Letter of Agreement to MOU between the City of Redding and IBEW Maintenance Clarification of Bumping Rights for Those Positions with Certification Requirements

Dear Ray:

The purpose of this letter is to confirm the understanding reached between you and me regarding the bumping process of those employees who occupy positions with certification requirements. The IBEW Maintenance MOU, Article 12: Demotion, Displacement and Layoff, Section 12.2 states, "An employee whose job is being eliminated may elect to displace the least senior employee in any Division or Department as set forth in section 11.4 in any equally or lower paid classification if qualified to perform the duties of the classification and if the employee's seniority is greater than that of the employee in the classification being displaced." For those positions that require a certificate, based on lines of progression, an employee may bump into a position if the certification requirement is met as outlined within the classification specification.

If the Union concurs with the foregoing, please so indicate by signing both of the enclosed original side letters, keeping one for your records and returning the other to me.

Sincerely,

A handwritten signature in cursive script that reads "Linda Johnson".

Linda Johnson
Personnel Director

The Union concurs with the above:

A handwritten signature in cursive script that reads "Ray Thomas".
Ray Thomas, Senior Business Representative

A handwritten date in cursive script that reads "September 4, 2009".
Date

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL - VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

PO Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

August 24, 2009

P-100-050-70

Ray Thomas, Senior Business Representative
IBEW Local 1245
30 Orange Tree Circle
Vacaville, California 95687

**Subject: Side Letter of Agreement to MOU between City of Redding and IBEW -
Maintenance Unit regarding City Solid Waste Employees Continuing to Prune
Privately Owned Street Trees**

Dear Ray:

The purpose of this letter is to confirm the agreement reached between the City of Redding and the International Brotherhood of Electrical Workers, Local Union 1245 regarding City Solid Waste employees pruning privately owned street trees.

The City and the Union agree to allow the Solid Waste Truck Driver II's to continue to assist with pruning privately owned street trees within the City. The intent being that these solid waste employees would prune privately owned street trees when they are unable to perform their regular solid waste duties due to equipment issues, etc.

The Union's concern is that the work being discussed belongs within the Parks Division and needs to be performed by either the Parks Tree Trimmer who is a certified arborist, or qualified Gardeners. The Union's position is that the City should increase staffing within the Parks Division to address this matter.

The Union and the City agree to the following:

1. The City may utilize Solid Waste Truck Driver II's to prune privately owned street trees during normal work hours when these employees are unable to perform their regular duties due to equipment issues, etc.
2. The City agrees that it will not utilize Solid Waste Truck Driver II's to perform tree pruning work unless the employee(s) have been trained in proper pruning techniques and to avoid electrical hazards due to overhead secondary and primary electrical lines. In no event shall these employees prune trees that are physically within ten (10) feet of high voltage electrical distribution power lines.

IBEW Maintenance Side Letter Re: Tree Trimming
Page Two
August 24, 2009

3. The City agrees to request an additional Parks Division tree trimming crew that would consist of a Tree Trimmer and a Public Works Maintenance Worker during the budget process beginning in January 2011 with the intent that the positions will be filled after the budget goes into effect July 1, 2011, if approved by City Council.
4. This agreement shall stay in effect until July 1, 2011, at which time the aforementioned private street tree pruning work shall return to the Parks Division, unless a successor agreement is agreed upon and implemented by the City and the Union.

The City and the Union understand that this agreement is binding only in this particular case and shall not set precedent for either the City or the Union.

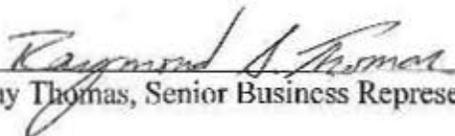
If this is consistent with your understanding, please sign and date both enclosed original letters, and return both of them to me.

Sincerely,



Linda Johnson
Personnel Director

The Union concurs with the above:


Ray Thomas, Senior Business Representative

8-24-09
Date

c: Barry Tippin, Director of Municipal Utilities
Gerry Kersten, Support Services Director

CITY OF REDDING



PERSONNEL DIVISION

PERSONNEL - VOLUNTEER SERVICES - RISK MANAGEMENT

777 Cypress Avenue, Redding, CA 96001-2718

P.O. Box 496071, Redding, CA 96049-6071

530.225.4065 FAX 530.225.4062 - Personnel/Volunteer

530.225.4385 FAX 530.225.4300 - Risk Management/Liability

August 19, 2009

CODE: P-100-050-070

Ray Thomas
IBEW Local 1245
30 Orange Tree Circle
Vacaville, CA 95687

Subject: Side Letter of Agreement to MOU between the City of Redding and IBEW Maintenance
Clarification of Shift Differential Pay On Overtime Hours

Dear Ray:

The purpose of this letter is to confirm the understanding reached between you and me regarding shift differential paid on overtime hours. While the City of Redding's practice has been to pay shift differential on overtime, the MOU language does not reflect the procedure. The City proposes the following language change/clarification to Article 8: Wages and Classifications.

8.9 Effective December 12, 1999, shift differential shall be paid to those employees whose regularly scheduled work shift represents one-half (1/2) or more of the following time periods and at the rate specified as follows:

TIME PERIOD	SHIFT DIFFERENTIAL
4:00 p.m. to 12:00 midnight	3.5%
12:00 midnight to 8:00 a.m.	5%

Shift differential will be paid for only on regular hours worked (i.e., not on paid leave or for overtime work). Shift differential, as is the City's normal practice, will be paid on regular hours worked to the employee normally assigned to the shift. Notwithstanding the above, in the case of the Solid Waste Division and the Convention Center Division, shift differential will be paid on regular hours worked to the employee who actually works the evening or early morning schedule on any particular day.

If the Union concurs with the foregoing, please so indicate by signing both of the enclosed original side letters, keeping one for your records and returning the other to me.

Sincerely,

Linda Johnson
Personnel Director

The Union concurs with the above:

Ray Thomas, Senior Business Representative

8-24-09

Date