

**2025-2027 LABOR AGREEMENT**

**between**

**CITY OF EVERETT, WASHINGTON**

**and**

**EVERETT MUNICIPAL EMPLOYEES  
LOCAL NO. 113, AFSCME**

## Contents

ARTICLE 1 - LEGALITY .....	3
ARTICLE 2 - NON-DISCRIMINATION .....	4
ARTICLE 3 - EXCLUSIVE BARGAINING REPRESENTATIVE.....	5
ARTICLE 4 - UNION MEMBERSHIP .....	6
ARTICLE 5 - MANAGEMENT RIGHTS .....	8
ARTICLE 6 - SAFETY COMPLIANCE .....	9
ARTICLE 7 - SCHEDULE OF WAGES .....	10
ARTICLE 8 - HOURS OF WORK AND WORKING CONDITIONS .....	19
ARTICLE 9 - UNION OFFICIALS' TIME OFF .....	27
ARTICLE 10 - HOLIDAYS .....	28
ARTICLE 11 - VACATIONS .....	30
ARTICLE 12 - INSURANCE BENEFITS .....	32
ARTICLE 13 - SICK LEAVE .....	34
ARTICLE 14 - BEREAVEMENT LEAVE .....	36
ARTICLE 15 - SENIORITY .....	37
ARTICLE 16 - CIRCULATION ASSISTANT I/SHELVERS .....	40
ARTICLE 17 - DAY LABORERS and INTERNS .....	41
ARTICLE 18 - GRIEVANCE PROCEDURE .....	44
ARTICLE 19 - SAVING CLAUSE - ORDINANCE .....	46
ARTICLE 20 - DURATION .....	47
ADDENDUM A – CLASSIFICATION SENIORITY LIST .....	48
ADDENDUM B – SAFETY BOOTS AND SHOES LIST .....	49
ADDENDUM C – INSTRUCTOR PAY TOPICS .....	52
APPENDIX 1 – SCHEDULE OF WAGES .....	53

This Agreement is entered into by the City of Everett, Washington, hereinafter referred to as the "City" and Everett Municipal Employees Local No. 113, American Federation of State, County, and Municipal Employees, AFL-CIO, and the Washington State Council of County and City Employees, hereinafter referred to as the "Union".

## **ARTICLE 1 - LEGALITY**

If any Article of this Agreement or any Addendums thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or compliance with or enforcement of any Article should be restrained by such tribunal, the remainder of this Agreement and Addendums shall not be affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such Article.

## **ARTICLE 2 - NON-DISCRIMINATION**

The City and the Union agree not to discriminate against any person or employee for their activity and/or membership in the Union. The City and the Union agree not to discriminate against any employee because of race, color, sex, creed, national origin, age, marital status, sexual orientation, gender, or the presence of physical, mental, or sensory disability, unless it is a bonafide occupational qualification.

### **ARTICLE 3 - EXCLUSIVE BARGAINING REPRESENTATIVE**

The City agrees to recognize the Union as the exclusive bargaining representative for all of its non-uniformed employees listed in Article 7 of this Agreement.

## **ARTICLE 4 - UNION MEMBERSHIP**

Section 1. Upon written authorization of the employee, the City agrees to deduct from the paycheck of each employee the regular monthly dues uniformly required of members of the Union. The amounts deducted shall be transmitted monthly to the WSCCCE on behalf of the employees with a list of the employees' names, salaries and individual amounts deducted. For current Union members and those who choose to join the Union, the Employer shall continue to do so for such time and on conditions set forth in the authorization for payroll deduction. Authorizations for Payroll Deduction are valid whether executed in writing or electronically.

Section 2. All employees hired on a non-regular basis including, but not limited to day laborers and temporary employees, shall not be required to join the Union. Provided however, pursuant to Article 17, Section 1, the Union may require the employee to purchase a work permit for the length of employment. It is understood and agreed between the parties that said work permit shall not entitle the employee to any rights under this Agreement, except those rights specifically enumerated herein.

Section 3. City shall maintain their copies of Authorization for Payroll Deduction and Representation in a secure location that is available to the Union. The City shall provide an electronic copy of the Authorization for Payroll Deduction and Representation via email to [C2everett@council2.com](mailto:C2everett@council2.com) upon request. The City shall provide to the Union monthly a complete list of all bargaining unit members that includes: Employee name, work address, home address, work phone, personal phone, work email, personal email, birth date, hire date in current bargaining unit, job classification, department, hours worked and monthly base wage. The City shall honor the terms and conditions of each employee's authorization for payroll deduction. Whether an employee is a union member or not, the City shall continue to deduct and remit Union dues and fees to the Union until such time as the Union notifies the City that the dues authorization has been properly terminated in compliance with the terms of the payroll deduction authorization executed by the employee.

Section 4. The City agrees to deduct from the wages of any Union member a P.E.O.P.L.E. (Public Employees Organized to Promote Legislative Equality) deduction as provided for in a written or electronically executed authorization. An executed authorization may be revoked by the employee at any time by giving written notice to both the City and the Union. The City agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance. The City will transfer amounts deducted to the P.E.O.P.L.E program.

Section 5. The City agrees to notify the Union bi-weekly of any new hire or permanent change to appointive positions of members within the bargaining unit and any person hired as a day laborer. The City agrees to notify the Union staff representative and Local Union President in writing of any new positions and new employees. Prior to the benefits orientation of the new employee, City shall provide an electronic format list with the names of the employees, corresponding job title, and Department. A Union official, or designee, shall, at no loss of pay, be granted up to thirty minutes to provide each new employee a basic overview of the employees' rights and responsibilities regarding Union membership, dues authorizations, and Union insurance.

Section 6. The Union shall indemnify the City and hold it harmless against any and all claims, demands, suits or other forms of liability that may arise out of, or by reason of, any action taken by the City for the purpose of complying with provisions of this Article.

The City and the Union agree that this Article will be interpreted consistent with State and federal law.

Section 7. The Union agrees to provide a list of Union Officials and shop stewards to the City in January of each year and keep the City apprised of any changes to the list.

## **ARTICLE 5 - MANAGEMENT RIGHTS**

Section 1. Any and all rights concerned with the management and operation of the City of Everett are exclusively those of the City unless otherwise provided by the terms of this Agreement. The City has the authority to adopt rules for the operation of the City and the conduct of its employees, provided such rules are not in conflict with the provision of this Agreement or with applicable law.

Section 2. The City has the right to (among other actions) discipline, temporarily lay-off, or discharge employees for just cause in compliance with either civil service or the library board; to assign work and to determine duties of employees; to schedule hours of work; to determine the number of personnel to be assigned duty at any time; and to perform all other functions not otherwise expressly limited by this Agreement.

Section 3. The parties recognize that pursuant to Ordinance No. 1069-84, the Everett Civil Service Commission has jurisdiction to approve and modify the content of class specifications. If the addition or deletion of duties to a class specification covered by this Agreement constitutes a mandatory subject of bargaining under RCW 41.56, the City will meet and negotiate with the Union upon request. All modifications to existing class specifications and proposed new classifications shall be provided to the Union at least two weeks prior to submission to the Civil Service Commission unless mutually agreed.

Section 4. The City may use administrative leave with pay as a means of placing employees in an off-duty capacity during times that they are otherwise scheduled to be on duty. Examples where administrative leave with pay may be used, if appropriate, would include, but not be limited to investigations or fitness for duty exams. Individuals on paid administrative leave must be available during their regular work schedule. Individuals on Paid Administrative Leave are not subject to unscheduled overtime or callout shifts. Employees on Paid Administrative Leave will earn their regular rate of pay, plus premiums they would have ordinarily received as part of their shift, such as pre-scheduled overtime and stand-by pay. If on Paid Administrative Leave for more than one week, overtime earned over the past year will be averaged in to the employee's pay while on Paid Administrative Leave.



## **ARTICLE 6 - SAFETY COMPLIANCE**

All employees covered by this collective bargaining agreement are expected to comply with W.I.S.H.A. (Washington Industrial Safety and Health Act) regulations and City policies and rules related thereto. Employees knowingly violating such policies, rules and regulations shall be subject to disciplinary action which may include suspension and discharge. No supervisor shall require an employee to go or be in any employment or place of employment which is not safe according to W.I.S.H.A. standards.

## ARTICLE 7 - SCHEDULE OF WAGES

### Section 1:

Effective the pay period following the date of execution of this Agreement, all City employees who are employed in classifications set forth below or who are employed in classifications subject to Addendum A shall be paid in accordance with the following salary schedule.

RANGE NO.	CLASS NO.	JOB TITLE
	2425	Public Service Aide
01-007	1530	Animal Shelter Attendant
01-008	1535	Animal Care and Customer Services Assistant
	1370	Mail Processing Clerk
	1950	Custodian
	2390	Office Assistant
	2391	Municipal Court Office Assistant
	2606	Circulation Assistant II
	2618	Northwest Room Assistant
	2621	Youth Services Assistant
	2636	Library Technician II
01-009	1525	Veterinary Technician
	3160	Recreation Leader
01-010	1430	Warehouse Worker
	2420	Office Technician
	2470	Switchboard Operator
	2609	Circulation Assistant III
	2639	Library Technician III
	3900	Utility Laborer
	4325	Permit Support Assistant
	4545	Paratransit Schedule Technician
	4590	Transportation Services Customer Service Technician
01-011	2300	Accounting Asst/Customer Service Rep
	3420	Parking Enforcement Officer
	2016	Security Officer
	4547	Vehicle Parts Storekeeper
	2395	Legal Assistant

RANGE NO.	CLASS NO.	JOB TITLE
01-012	1222	Assistant Buyer
	1680	Planning Technician
	2310	Accounting Technician
	2400	Office Specialist
	2612	Circulation Assistant IV
	2642	Library Technician IV
	2720	Library Office Specialist
	3080	Park Ranger I
	3026	Maintenance Technician
	3530	Police Records Information Specialist
	4070	Treatment Plant Operator-in-Training
	4081	Meter Reader
01-013	2010	Street Light Maintenance Worker
	3525	Police Public Disclosure Specialist
	3531	Police Property Room Specialist
	2811	Judicial Assistant
01-014	1290	Client Services Technician
	1415	Tax Compliance Specialist
	1510	Animal Control Officer
	2480	Visual Information Specialist
	2645	ILS & Acquisitions Coordinator
	3090	Ranger II
	3600	Assistant Inventory Control /Dispatch Tech
	3700	Equipment Operator
	3710	Equipment Service Worker
	4270	Engineering Technician Trainee
	4320	Permit Technician
	4400	Record Systems Specialist
01-015	1384	IT Support Specialist I
	1432	Procurement Technician
	1920	Carpenter
	2000	Painter
	2410	Office Supervisor
	2445	Small Tool & Equip Repair Tech
	3000	Arborist
	3020	Groundskeeper
	3025	Golf & Grounds Equipment Tech
	3415	Parking Enforcement Supervisor
	3505	Police Records Unit Shift Supervisor
	3610	Cement Finisher
	3720	Heavy Equipment Operator
	3860	Transportation Maintenance Technician
	3920	Utility Service Worker

RANGE NO.	CLASS NO.	JOB TITLE
01-016	1260	Buyer
	1360	License Compliance Officer
	1540	Assistant Planner
	1685	Planning Technician II
	1900	Architectural Drafter
	2148	Fire & EMS Support Specialist
	3018	Lead Groundskeeper
	3809	Public Info/Education Specialist
	3820	Plant/Pump Maintenance Mechanic
	4010	Water Quality Technician
	4020	Water Service Technician
	4260	Engineering Technician
	4395	Environmental Technician
	4398	Senior Records Systems Specialist
	4549	Fleet Support Specialist
01-017	1386	IT Support Specialist II
	1434	Procurement Specialist
	1515	Animal Shelter Volunteer & Foster Supervisor
	1945	Custodial Supervisor
	2370	Maintenance Mechanic
	2450	Supervisor I
	2615	Circulation Supervisor
	3035	Golf Course Supervisor
	3038	Athletic Program Supervisor
	3040	Horticulturist
	3070	Park Maintenance Systems Specialist
	3095	Park Ranger Supervisor
	3210	Urban Forester
	3740	Inventory Control Technician
	3750	Lead Utility Service Worker
	3808	Senior Public Education Information Specialist
	3190	Recreation Supervisor
	3940	Water Pollution Control Operator I
	4040	Water Treatment Plant Operator I
	3989	Water Quality Control Operator I
	4425	Traffic Electrician Tech Trainee
01-018	1200	Accountant
	1550	Associate Planner
	2624	Librarian I
	3878	Utilities Maintenance Technician I
	3990	Water Quality Control Operator II
	4080	Welder
	4090	Encampment Response Supervisor
	4275	GIS/Programmer Analyst
	4435	Traffic Signal Technician

RANGE NO.	CLASS NO.	JOB TITLE
01-019	1388	IT Support Specialist Senior
	1436	Senior Procurement Specialist
	1940	Const/Energy/Projects Technician
	3640	Communication Technician
	3690	Fleet Service Technician
	3725	Source Control Inspector
	3730	Industrial Waste Inspector
	3735	Surface Water Inspector
	3875	SCADA/Telemetry Technician I
	3879	Utilities Maintenance Technician II
	3890	Utility Mapping Supervisor
	3950	Water Pollution Control Operator II
	3980	Water Quality Analyst
	4050	Water Treatment Plant Operator II
	4082	PW Supervisor - Sewer/Drainage/Utilities
	4083	PW Supervisor – Water/Utilities
	4084	PW Supervisor – TSG/Utilities
	4085	PW Supervisor - Streets
	4210	Construction Inspector
	4215	Civil Design Technician
	4220	Plan Review Technician
	4315	Permit Technician Supervisor
	4380	Real Estate/LID Technician
	4420	Traffic Electronic Technician
	4430	Traffic Signal Electrician
	4440	Traffic Technician
01-020	1590	Environmental Planner
	1670	Planner
	1960	Electrician
	2145	Fire Apparatus & Equipment Mechanic
	2460	Supervisor II
	2627	Librarian II
	2633	Digital Services Librarian
	2648	Librarian II - Cataloging
	3037	Golf & Athletic Supervisor
	3100	Structural Maintenance Supervisor
	3105	Parks & Grounds Maintenance Supervisor
	3790	Paint Supervisor II
	3876	SCADA/Telemetry Technician II
	3880	Utilities Maintenance Technician III
	4330	Plan Examiner
	4385	Environmental Permit Coordinator
	4410	Senior Signal Technician

RANGE NO.	CLASS NO.	JOB TITLE
01-021	3685	Fleet Maintenance Supervisor
	3885	Utilities Electrician
	3887	Electrical Safe Worker Program Administrator
	3877	SCADA/Telemetry Technician Lead
	3960	Water Pollution Control Operator III
	4060	Water Treatment Plant Operator III
	4441	Traffic Operations Supervisor
01-022	1392	Systems Administrator I
	1394	Systems Analyst I
	1396	Network Engineer I
	1398	Security Analyst I
01-025	1402	Systems Administrator II
	1404	Systems Analyst II
	1406	Network Engineer II
	1408	Security Analyst II
01-026		
01-027	1412	Systems Administrator Senior
	1414	Systems Analyst Senior
	1416	Network Engineer Senior
	1418	Security Analyst Senior
01-552	0502	Circulation Assistant I/Shelvers

The City agrees to meet with AFSCME to discuss potential wage adjustments and classification specification updates related to 2023 classification and compensation study during the term of this CBA.

#### 2025 Wage Rate

Effective January 1, 2025, all employees covered by the AFSCME bargaining contract will receive a cost of living adjustment of 100% of the CPI-U for Seattle/Tacoma/Bellevue for June to June, which is 3.8%.

The resulting percentage increase shall be applied to the previous year's current base monthly wage in each classification. Calculations resulting in less than fifty cents to be rounded to the next lower dollar and any calculations resulting in fifty cents or more to be rounded to the next higher dollar.

The City agrees to revise ranges 01-019 through 01-026 per Appendix 1.

#### 2026 Wage Rate

Effective January 1, 2026, all employees covered by the AFSCME bargaining contract will receive a cost of living adjustment of 100% of the CPI-U for Seattle/Tacoma/Bellevue for June to June, minimum of 1% and maximum of 5%.

The resulting percentage increase shall be applied to the previous year's current base monthly wage in each classification. Calculations resulting in less than fifty cents to be rounded to the next lower dollar and any calculations resulting in fifty cents or more to be rounded to the next higher dollar.

## 2027 Wage Rate

Effective January 1, 2027, all employees covered by the AFSCME bargaining contract will receive a cost of living adjustment of 100% of the CPI-U for Seattle/Tacoma/Bellevue for June to June, minimum of 1% and maximum of 5%. Additionally, all ranges shall receive a 1.0% across the board market adjustment.

The resulting percentage increase shall be applied to the previous year's current base monthly wage in each classification. Calculations resulting in less than fifty cents to be rounded to the next lower dollar and any calculations resulting in fifty cents or more to be rounded to the next higher dollar.

## Section 2:

All persons who are employed in the classifications set forth above shall be paid in accordance with the following:

### A. Computation.

For the purposes of computing longevity, vacation, sick leave and retirement, the employee's adjusted employment date shall be used. Time consisting of two (2) cumulative weeks or more in any calendar year that is spent on leaves of absences without pay or separation due to a reduction in force (RIF) shall cause the employee's adjusted employment date to be adjusted accordingly.

Any time an employee's hire date is adjusted, the city will notify the union and the employee.

- B. It is the intent of the parties that the definitions pertaining to employee movements in classifications as used in this section apply to compensation only and do not affect other provisions of this Agreement. Promotion shall be movement to a higher compensated classification; Lateral Transfer shall be movement within the same classification to another work assignment; Demotion shall be movement to a lower compensated classification.

All persons who are employed in the classifications set forth above shall be paid in accordance with the following:

1. For the purposes of determining step salary increases due in an employee's entry position, the employee's adjusted employment date shall be used. Salary step increases will occur yearly from the adjusted employment date.
2. Promotion.
  - a. For purposes of determining step salary increases due after a promotion, the current position date, which indicates the date the promotion to the new classification was granted, shall be used. Time consisting of two (2) cumulative weeks or more in any calendar year that is spent on leave of absence without pay or separation due to a reduction in force (RIF) shall not be credited toward completion of a step advancement in a promotional position and shall result in an adjustment to the employee's current position date and, if applicable, to the next increment date. Salary step increases will occur yearly from the current position date.
  - b. An employee receiving a promotion shall receive not less than one (1) full salary step above that which they held in the previous grade.

3. Demotion.

- a. An employee demoted either voluntarily or due to a reduction in force (RIF) shall be paid the salary step in the lower pay range which is equivalent to the salary step currently being paid. An employee who is demoted for either reason stated above shall have a current position date which reflects all time spent within the classification. If the employee is being compensated at a step higher than the highest step in the lower classification, the employee shall be placed at the highest step in the lower range.
- b. An employee demoted as a result of non-disciplinary reversion to a previous classification shall return to their previous pay status, current position date and next increment date.
- c. An employee demoted as a result of disciplinary actions shall be subject to placement at an appropriate level.

4. Lateral Transfer.

An employee who laterally transfers within the same classification to another work assignment shall remain at the same step with the same current position date and, if applicable, the same next increment date for the purpose of determining step salary increase.

5. Classification Changes Within Same Pay Range.

If an employee's job classification changes but the pay range does not, no salary change shall occur. Further, the employee shall receive a new current position date. The current position date shall show the employee's appointment into the new classification, but their next increment date for purposes of determining step salary increase shall remain unchanged.

6. Water and Wastewater Treatment Operator Classification Progression.

Employees in the positions below will have pre-determined eligibility and progression in the series:

1. Water Treatment Plant Operator I, Water Treatment Plant Operator II, Water Treatment Plant Operator III

2. Water Pollution Control Operator I, Water Pollution Control Operator II, Water Pollution Control Operator III

Eligibility to progress to the next classification in each series is based on the employee achieving a set of qualifications as defined in the job description of the classification series, i.e. certification and years of service. Employees must successfully pass probation in each classification and cannot progress to the next classification if currently under a performance improvement plan.

The employee and/or supervisor shall be responsible to provide documentation validating that the specified qualifications of the higher classification have been met. The employee's Department Director will approve or deny the promotion based on their assessment of whether the employee has met all qualifications of the higher classification. The Director shall forward the applicable documentation to the Human Resources Department. The effective date of the classification progression shall be retroactive to the date the department director approved the promotion.

Once the employee meets the qualifications of the higher-level classification as outlined above, the employee shall progress to the higher classification with the following understanding:



The employee shall serve a six-month probationary period in the higher classification; effective on the date of the employee's progression to the higher-level classification, the employee shall be placed in the higher classification salary range at a step which is at least five percent (5%) above his /her current base salary.

Operators holding a level IV State Certification shall receive a one-step premium regardless of probationary status.

### Section 3:

#### A. The longevity schedule for employees based on years of service is as follows:

After completion of 05 years, 1.5% of base salary rate  
After completion of 08 years, 2.0% of base salary rate  
After completion of 12 years, 2.5% of base salary rate  
After completion of 16 years, 3.0% of base salary rate  
After completion of 20 years, 3.5% of base salary rate  
After completion of 24 years, 4.0% of base salary rate  
After completion of 28 years, 4.5% of base salary rate

#### B. Longevity shall be determined by continuous employment. All credit toward longevity shall terminate upon the employee's termination from City service.

For purposes of computing longevity, the employee's adjusted employment date shall be used. Continuous employment shall be recognized as being without a break in service except for an employee who is laid off for budgetary reasons as is applicable to Article 15, Section 7.

### Section 4: Regular Part-Time Employees

#### A. PERS Retirement Membership:

Regular part-time employees shall be considered eligible for membership into the Public Employees Retirement System if they are working in an eligible position.

- a. An eligible position is any position which normally requires at least five months each year in which regular compensation is earned for at least 70 hours per month. A year, as used here, is any period of twelve consecutive months.
- b. An ineligible position is one that normally does not require at least five months each year in which regular compensation is earned for at least 70 hours per month.

#### B. Benefits

- a. Regular part-time employees who work 22 hours per week shall be eligible for medical, dental, vision, life insurance, and accidental death and dismemberment benefits. The regular part-time employee shall pay a pro-rated share of the applicable premium. The pro-rated premium shall be based on an 80-hour bi-weekly regular pay cycle.
- b. All regular part-time employees shall be eligible for pro-rated vacation, sick leave, and holiday.

C. Step Increases

All regular part-time employees who work less than 40 hours per week shall receive an one-half (1/2) step increase upon completion of each 1040 regular compensated hours. The increase shall be one-half (1/2) the difference between the employee's current salary and the next higher step.

D. Circulation Assistant I/Shelvers

Circulation Assistant I/Shelvers shall be employees within the bargaining unit as outlined in Article 16.

## **ARTICLE 8 - HOURS OF WORK AND WORKING CONDITIONS**

### **Section 1: Original Appointment Probationary Period/Promotional Probationary Period**

Newly hired employees shall be considered probationary employees for a period of six (6) months (or as otherwise designated by the Civil Service Commission), subject to the following:

- A. Said probationary period can be extended by the City for any time loss including protected leave such as FMLA/WPFML usage, during the probationary period, up to the amount of actual time lost.
- B. If extenuating circumstances exist (other than set forth in A above), and the City provides the Union with documented justification for extending a probationary period, said probationary period can be extended for an additional thirty (30) calendar days.
- C. During the probationary period, or extended probationary period, the City may discharge any employee covered by this section of the Agreement at will, and such discharge shall not be subject to the grievance and arbitration provisions of this Agreement.

### **Promotional Probationary Period**

Promotional probationary period will act as a trial service period and shall be required following a promotion or a transfer and shall be six (6) months in duration for promotion or lateral transfers subject to the following:

- A. An employee serving as a result of appointment through promotion who is unable to satisfactorily perform the duties of the new position or who voluntarily requests to return to their former position shall be reinstated in their former position or in one of like status and pay.
- B. Promotional trial service period can be extended by the City for any time loss during the probationary period, up to the amount of actual time lost.

### **Section 2: Work Schedules**

The normal work week shall be forty (40) hours of work for all full-time employees to consist of five (5) consecutive eight (8) hour work days. The Department Head, subject to the approval of the Mayor, shall establish appropriate work shifts, specifying starting and ending times, lunch periods, and scheduled days of rest. Alternate work schedules (i.e.: 9/80, 4/10) may be established with mutual agreement between the Union and City pursuant to Article 8 Section 5.

- A. The normal work week for full-time Library employees shall be forty (40) hours of work per week. The Library Director, subject to the approval of the Library Board, shall endeavor to schedule five (5) consecutive eight-hour work days. The Library Director, with notification to the AFSCME Union, shall determine appropriate work shifts, specifying starting and ending times, lunch periods, and scheduled days of rest.
- B. In the Parks Department, Recreation Leaders, Recreation Supervisors, Ranger Supervisors, Park Rangers, and Office staff may be assigned flexible shift work which includes work days and work weeks that are in excess of the normally assigned work shift or work week.

The normal work week for Recreation Leaders, Recreation Supervisors, Ranger Supervisors and Park Rangers shall be forty (40) hours of work per week. The Park and Recreation Director or their designee shall determine the appropriate work shifts, specifying starting times and when possible, ending times. Provided that this sub-section shall not be construed to limit the department's flexibility in operating special events.

- C. In the Parks Department, Recreation Leaders, Recreation Supervisors, Park Rangers, Ranger Supervisors, and Office Assistants may request and when requested, the City will agree to grant "compensatory" time in lieu of wages for overtime worked. Recreation Leaders, Recreation Supervisors, Park Rangers and Ranger Supervisors shall accrue overtime or "compensatory" time at the rate of one-and-one-half times the time actually worked in excess of ten (10) hours in an assigned shift or forty (40) hours in a work week. The employee shall be allowed compensatory time for time worked in excess of ten (10) hours in an assigned shift or forty (40) hours in a work week, but not both. Use of compensatory time shall be subject to the approval of the Department Head.
- D. Early Release:  
When the City has an unplanned facility closure, employees who have reported to work that day will be paid for the remainder of their normal work schedule for that day. Pursuant to Article 8 Section 4, employees may be transferred to another City worksite for the remainder of the day (example: Main Library to Evergreen Library) or employees may be required to work remote.
- E. Schedule Changes:  
Two weeks notice shall be given to employees prior to any change in the employees regularly assigned work schedule. Shorter notice may be granted upon the request of the employee(s), with approval of the applicable supervisor(s).
- F. Work Hours Flexibility  
Employees may request in advance, with management approval, to 'flex' work hours within their designated FLSA work week. Employees requesting to flex their work schedule will receive their regular hourly rate for flexed work.

### Section 3: Overtime

It is recognized by the parties that due to the necessity of the job requirements; overtime may be required by the Department Director or designee.

All overtime must be pre-approved by the Department Director or designee.

Time-and-one-half of the employee's regular hourly rate shall be paid for:

- A. All work performed in excess of the regularly assigned shift for full-time employees, except as noted in Article 8 Section 2(F).
- B. All work performed in excess of a regularly assigned work week for full-time employees.

An employee, subject to the approval of the department head or their designee, may receive compensable time off in lieu of overtime pay at the rate of one-and-one-half hours for each hour worked. Accrued compensatory time may be used with the approval of the employee's supervisor as long as it does not create an undue burden on the department.

- C. The maximum accumulation of compensatory time shall be 80 hours. Any accrual over 80 hours shall be paid as overtime.
- D. The minimum break in service between two (2) work shifts of five (5) or more hours shall be eight (8) hours. An employee may not be required to report back to work until an eight (8) hour break in service has occurred. To compensate the employee during the break in service, time that falls within the next shift that is not worked (to provide an eight (8) hour break in service) will be paid at regular time. The end of the employee's shift will remain that of their regular day. If the City requires the employee to report before an eight (8) hour gap has occurred, the period of time which would have allowed an eight (8) hour gap will be paid at overtime. For example, an employee who only received five (5) consecutive hours of break in service would be paid overtime for three (3) hours during the following shift, if an eight (8) hour break has not occurred.

Provided, that in no circumstance will an employee receive more than 1-1/2 times the regular salary. Provided that, in accordance with 29 CFR § 785.22 both parties agree to exclude eight (8) hours of each twenty-four (24) hour period for Parks personnel who are assigned to participate in overnight recreational outings.

- E. All work performed in excess of eight (8) hours (or in excess of the employee's shift if the regular shift is greater than eight (8) hours in any work day) or forty (40) hours in any given work week for part-time employees.
- F. Employees shall be moved to the bottom of the eligibility list for overtime duty in the same work day where sick leave has been utilized for more than four (4) hours.
- G. The hourly rate for each classified position shall be determined by dividing the annual salary by the actual number of working hours for any given calendar year.

#### Section 4: Travel to Alternative Work Site

Employees required to perform work away from their normal assigned work site shall travel to and from the work site on the City's time. Transportation shall be provided by the City, if available. If the employee provides their own transportation, the employee will be reimbursed for the miles traveled in accordance with the City's travel policy and procedures.

#### Section 5: Alternate Shifts

Work weeks other than that referenced in Article 8, Section 2 may be mutually agreed upon between the City and the Union, provided it is by an 80 percent majority vote of those employees affected by this change and that a two-week notice will be given to the Union prior to implementation. The 80 percent majority vote will be binding upon all affected employees of such department. In workgroups of four or fewer, a simple majority of affected employees is required to approve the change. Upon receipt of any written proposal for alternate work hours from the Union, the Department Head or designee shall give a written response within 10 working days, citing specific reasons for accepting or rejecting the Union

proposal. It shall be understood that the City has the right to refuse a request for an alternative work schedule based on work necessities or efficiencies.

The parties agree to establish boiler plate Alternate Shift Agreements in order to expedite this process, and further agree to revisit this item six months after the effective date of this CBA.

#### Section 6: Call Back

An employee shall receive a minimum of three (3) hours call back or actual time worked, whichever is greater, at the overtime rate if called back to work and the employee physically reports to work for an emergency outside of their normal shift and the time is not contiguous with their regularly assigned shift. Employees called back to work shall be exempt from the three (3) hour minimum if called within one (1) hour of the start of their regularly scheduled shift. If an employee has been released from work activities from their supervisor, either directly or by standard operating guidelines established within the department, is called back within the 3 hour window from the previous call back, the second call back will be observed as a separate event.

#### Section 7: Standby

The City reserves the right to establish an emergency standby program within defined work groups for each department. Standby periods shall be determined by the City in one (1) day increments. Based on the service needs, a department may establish a roster of qualified personnel by classification and seniority who would be available for callback during the standby period. Employees on standby shall be required to carry a cell phone and be available to respond immediately to callback situations without restrictions or impairments. An employee engaged in standby must be able to respond to the assigned duty station within forty five (45) minutes, unless other timelines are agreed upon with the Department Director or designee.

Qualified personnel shall be determined by the City by classification and assigned by seniority or a rotational system may be established following a Union conducted majority vote of the affected employees. If insufficient volunteers exist, emergency standby will be assigned using reverse seniority (extenuating circumstances will be considered).

Employees on standby shall receive thirty five dollars (\$35.00) per regularly scheduled workday assigned and fifty two dollars (\$52.00) per unscheduled workdays or holiday assigned. A day shall be defined as a 24-hour period from the commencement of standby. This amount shall increase by the negotiated Cost of Living Adjustment (COLA) on the first of every January.

#### Section 8: Telephonic/Electronic Device Responses

An employee who has been authorized by the department head or designee to respond after hours telephonically, by computer or other electronic device in order to perform work related job duties will be paid according to the following schedule:

Employees who are not on standby but who are required by the Employer to respond to work-related issues. Responses to after hour questions will be paid for time actually spent resolving the issue rounded to nearest fifteen (15) minute increment, paid at the overtime rate.

- A. Employees on standby who respond to a work-related issue. Responses to an after-hour question will be considered as incidental to standby pay, provided that it lasts 15 minutes or less. Calls lasting more than 15 minutes will be compensated with overtime for the length of the telephone call after the first 15 minutes.

- B. Employees are required to keep and submit in a timely manner, detailed records of each after hour telephone contact or electronic device response in order to claim overtime for this contact. These records must include the date, time, duration, caller and a clear and concise verifiable description of the purpose or nature of the contact.

In the event that the after-hour telephone contact or electronic device response results in the employee physically reporting to work, the provisions of Article 8, Section 6 will apply and the employee will not be eligible for any additional After Hours Telephonic/Electronic Device Response compensation.

#### Section 9: Mandatory Training/Mandatory Meetings

An employee who reports to a mandatory training or mandatory meeting that is not contiguous with their regular shift shall be paid a minimum of three (3) hours or the actual time worked, whichever is greater, at the overtime rate. For purposes of this provision, meetings shall not include normal job-related participation in public meetings (such as Councils, Boards, Commissions, and neighborhood meetings).

#### Section 10: Premium Pay

##### A. Out-of-Class Pay

An employee that is formally assigned by their supervisor to work in a higher classification shall be paid out-of-class pay in increments of fifteen (15) minutes for all time worked in the higher classification.

The premium rate shall be a minimum of one-step above the employee's current base salary or the lowest step in the higher classification, whichever is greater.

Classification seniority shall not control out-of-class assignments.

##### B. Lead Pay

Lead Pay comprising of a one-step increase above the individual's current base salary shall be paid:

- a) To an individual who is formally assigned by their supervisor to be a working crew leader of at least 2 other employees of a lower classification unless those duties are identified in the individuals current class specification.
- b) To an individual who is formally assigned by their supervisor to be a working crew leader of another employee in the same classification.  
Duties shall include directing and problem solving for assigned crew, identifying task assignments, resolving immediate on-site conflicts.

Classification seniority shall not control lead assignments.

Lead pay intended to be used on a long term or permanent basis must be agreed upon with the Union.

##### C. Blacktop Raker/Pipelayer Pay

When a Utility Laborer is assigned the task of Blacktop Raker, the employee will receive a one-step increase for the time so assigned or for the time specifically required to perform such an assignment. When a Utility Laborer is assigned the task of Water or Sewer Pipelayer on a new or renewal construction project, the employee will receive a one-step increase.

D. Commercial Driver's License Pay

Employees in the utility laborer classification that are deemed by the department Head or designee as beneficial to have a commercial driver's license shall receive compensation in accordance with the attached MOU. This will be a pilot program that will end with the contract unless agreed upon by City and Union to continue the MOU.

E. Interpretation/Translation Pay

- When an employee is certified by an agency acceptable to the City in a language other than English, the employee will receive a \$200.00 per month stipend for each language of Spanish, Russian, and Ukrainian. A \$100.00 per month stipend will be awarded for each language of Arabic, Chinese, Korean, Swahili, Yoruba, Igbo, Fula, Vietnamese, and ASL. The maximum amount of monthly translation pay shall not exceed \$200.00.

F. Instructor Pay

Employees who are trained and certified to instruct on a topic deemed necessary by the department director or designee, shall receive a one-step premium for all hours engaged in instructing. This includes formal instruction and evaluation of the student's skills using standardized materials provided by a 3rd party or by the department designee. This does not apply to on-the-job training in the normal course of duties. Qualifying instruction topics can be found in Addendum C. Instructor certification process and qualifying topics shall be agreed upon between the parties through the labor/management process.

Section 11: Employment Vacancies

- A. Appointments to job vacancies covered by Civil Service shall be made in accordance with civil service rules and regulations.
- B. Appointments to AFSCME represented job vacancies not covered by Civil Service shall be filled solely on the basis of ability, qualifications and merit. The City of Everett shall determine the appropriate selection process. The selection process shall bear a direct relationship to the knowledge, skills and abilities required for successful performance in the job classification to be filled. A qualified pool of applicants will be forwarded to the hiring authority for final selection. Upon request, the Union shall be provided with a written description of the recruitment and selection process used in filling any such vacancy.



## Section 12: Meal Break Locations

Any employee working within the City limits shall go for a meal break to the closest designated work stations normally available to that department where sanitary facilities are available.

## Section 13: Meal Break Period

The meal break shall be one-half hour. Exceptions are subject to assignments where the meal break period may be extended to a maximum of one (1) hour upon written notice provided by the appropriate department head. In the latter instance, it is expressly understood that the length of the meal period as it affects the hours of work should be consistent with the provisions of convenient service to the public.

## Section 14: Meals

- A. Meal breaks shall be taken no less than three (3) hours and no more than five (5) hours into the employee's regularly assigned work shift except by mutual agreement.
- B. Employees shall be furnished meals when required to work two (2) or more consecutive hours in excess of a regular work shift and each four (4) hour period thereafter if not given notification prior to a three (3) hour or greater break in service.
- C. Employees given three (3) hours or more prior notification of work required at a time or day not a regular working time or day, and not consecutive with regular working hours, shall be required to furnish their own meals. If employees are not given notification prior to a three (3) hour or greater break in service, meals shall be furnished for every four (4) hour period worked.
- D. If a meal, as specified in Section 12.B. is not furnished, the employee will be reimbursed up to a maximum of the current per diem rate as set by the U.S General Services Administration for the current year and location for meal expenses incurred within five (5) working days of being earned. Reimbursed meal expenses shall not include the purchase of alcohol.
  - a) Claims for reimbursement must be submitted on approved forms within five (5) working days of purchase date. Reimbursement forms will be supplied by the employee's department.
  - b) Such claim for reimbursement must be signed by the claimant and the claimant's supervisor and must include the receipt for the earned meal.

## Section 15: Rest Periods

Employees shall receive a fifteen (15) minute paid rest period for each four (4) hours, or major portion thereof, of their working time. With their supervisor's approval, employees may be authorized to take their breaks on an intermittent basis but may not exceed fifteen (15) minutes. An employee who does not receive a rest period will be compensated at the appropriate rate of pay for each missed rest period. Rest periods will generally be taken at job site.

## Section 16: Shift Differential

Employees working a regularly assigned shift beginning at 2:00 p.m. and before 2:00 a.m. shall receive an additional 5% pay per hour above the individual's current base salary.

## Section 17: Union Logos

Employees shall be allowed to wear the Local, State Council or International logo of the American Federation of State, County and Municipal Employees; or County, State or International logo of the AFL-CIO on their lapel or work attire so long as it is consistent with department policies.

Section 18: Clothing, Safety Boots, and Shoes

Clothing shall be provided or reimbursed to employees according to department policy. Policies shall be agreed upon between the parties through the labor/management process.

Safety boots or shoes will be reimbursed for employee positions on the negotiated approved list (Addendum B) up to an annual maximum amount of \$225.00. Safety boots and shoes must be worn in accordance with department policy and procedures. Any changes to the approved list shall be addressed through the labor/management process.

Section 19: Mandatory Court Appearances

Mandatory court appearances related to City business, when scheduled outside the employee's work schedule, will be compensated at an overtime rate.

## **ARTICLE 9 - UNION OFFICIALS' TIME OFF**

### **Section 1:**

The City agrees to allow time off with or without pay for Union officers or duly appointed representatives to attend State or National Conferences or State or National Seminars, not to exceed five (5) working days for a single function. Officers or representatives on non-pay status due to attendance at such events shall receive Holiday Pay if a holiday occurs during, immediately prior, or immediately following such leave.

### **Section 2:**

One Union representative shall be permitted to attend annual budget hearings, grievance hearings, and civil service meetings which are held during working hours. The time is not to be charged against the 240 hours described below. All other Union business, including but not limited to negotiations, grievance investigations and meetings with the City at the request of the Union shall be counted against the 240 hours described below.

### **Section 3:**

The allowable aggregate of such paid time off for all individuals shall not exceed 240 hours in one calendar year.

### **Section 4:**

Attendance by individual Union members at these or similar functions at the express request of the City and attendance by elected officers at Labor/Management meetings shall not be counted toward the allowable 240 hours but shall be considered and paid as a regular working day.

## ARTICLE 10 - HOLIDAYS

### Section 1: Holidays

The following days, or any day proclaimed by the Governor of the State of Washington as a designated holiday, are hereby designated to be paid holidays for those employees covered by this Agreement in pay status on the day before and the day after the holiday:

New Year's Day  
Martin Luther King, Jr. Day  
Presidents' Day  
Memorial Day  
Juneteenth  
Independence Day  
Labor Day  
Veterans' Day  
Thanksgiving Day  
Native American Heritage Day (Day After Thanksgiving Day)  
Christmas Day  
Two Floating Holidays                      At employee's choice with concurrence of the City

For the purpose of establishing the holiday shift, it shall be determined as the day on which the shift starts. If a holiday falls on a Saturday, it will be observed on the preceding Friday. If a holiday falls on a Sunday, it will be observed on the following Monday. For employees whose regular work week includes Saturday and/or Sunday, when a holiday falls on a Saturday or Sunday said employees shall have the actual holiday as their observed holiday.

If an observed holiday falls on an employee's regularly scheduled day off, they shall be granted an additional day to be scheduled within fourteen (14) calendar days following the observed holiday for employees to be off work.

Holiday proration for new hires:

Full time regular employees hired before September 30 will receive two floating holidays. Employees hired between October 1 and November 30 will receive one floating holiday. Regular part-time employees will receive pro-rated holiday hours based on regular work hours according to the preceding schedule.

Regular part-time employees will receive pro-rated holiday hours based on regular work hours according to the preceding schedule.

<b>FTE</b>	<b>Hours Earned per Holiday</b>
.76 up to 1.0 FTE	8 hours
.51 pp to .75 FTE	6 hours
.26 pp to .50 FTE	4 hours
.01 up to .25 FTE	2 hours

Employees may make up any difference in hours on their holiday between the holiday pay and the scheduled shift within the same FLSA workweek at their regular wage rate by mutual agreement between the employee and their supervisor. Employees will not receive overtime for the additional hours worked.

## Section 2: Holiday Hours

Holiday pay shall be eight (8) hours regular pay for full-time employees and pro-rated according to the table in Section 1 for part time employees.

The intent of this provision is to ensure that employees receive not more than one hundred and four (104) hours of holiday pay per year.

## Section 3: Floating Holidays

An employee must request their floating holiday at least ten (10) working days in advance. The department head must accept or reject the date within five (5) working days of the request. Once accepted, it shall become a fixed holiday for that employee for that year. If the employee must work on that date at the City's request, they will be paid the same as work on any other holiday.

## Section 4: Working on Holidays

All employees covered by this Agreement who work any day that is designated as a holiday by this Agreement, shall be paid for such overtime work or work on such holiday, at an overtime rate based upon one-and-one-half times the employee's regular hourly rate which shall be determined by dividing the annual salary by the actual number of working hours for any given calendar year and this payment shall be in addition to the employee's holiday pay.

## ARTICLE 11 - VACATIONS

An annual vacation is of benefit to both the employee and the City, and all full-time City employees shall be required to take an annual vacation subject to the requirements listed below.

### Section 1:

All City employees covered by this Agreement who work full-time shall accrue vacation credit for each month of continuous service as shown on the table below for the duration of this Agreement. Regular part-time employees shall accrue vacation time on a pro-rated basis based on regular hours worked each pay period. Upon hire, employees may utilize accrued vacation leave subject to the requirements of this article.

#### VACATION CREDIT ACCRUED

Continuous Service From Employee's Adjusted Employment Date	Number of Vacation Hours Per Year
1st Year	96 hours
2nd Year	104 hours
3rd and 4th Years	112 hours
5th Year	120 hours
6th and 7th Years	128 hours
8th and 9th Years	144 hours
10th through 14th Years	160 hours
15th through 19th Years	184 hours
20th through 24th Years	200 hours
25th Year and Beyond	208 hours

"Continuous Service" shall be determined from the employee's adjusted employment date.

### Section 2:

No vacation accrual will be allowed in excess of two (2) years accrual. For purposes of this section, vacation accrual will be made available to the employee.

No employee shall have vacation credit accrual in excess of 240 hours at the time of their retirement/separation, except PERS I employees hired prior to July 13, 1983 – 48 days (384 hours).

Any employee terminating employment or retiring must use any vacation accrual in excess of the aforementioned limits prior to termination/retirement or it will be lost to the employee.

The City agrees, upon request by the Union, to meet and negotiate concerning the preceding paragraph if during the term of this Agreement the "excess compensation" issue relating to the 240 hour cap is changed by operation of law.

### Section 3:

Vacations shall be approved by the department head or designee at times when vacations will constitute minimum conflict with work schedules.

Any vacation request conflict between employees within the work group scheduled two (2) or more months in advance will be resolved by overall employee seniority. Conflicts over vacations scheduled less than two (2) months in advance shall be governed on a first come basis.

A vacation request response shall be returned to the employee in a reasonable time frame, no later than 14 calendar days from the date of submission.

#### Section 4:

Employees will be cashed out for accrued vacation when they separate from City employment in accordance with Article 11 Section 2. Whenever possible, the employee shall give two weeks written notice to the City of their intention to terminate.

#### Section 5:

If a holiday specified in this contract falls within the employee's actual vacation, the employee may add one extra day to their vacation time, such day to be scheduled by mutual agreement between the City and the employee.

## **ARTICLE 12 - INSURANCE BENEFITS**

### **Section 1: Eligibility.**

- a. New hire employees shall receive any City paid insurance benefits the first day of the month following employment (employee starts work in April, insurance starts May 1st).
- b. Regular part-time employees who work 22 hours or more per week shall be eligible for benefits under Article 12 on a pro-rata basis.
- c. Day laborers (IV) will be eligible to participate in medical insurance. Returning Day Laborer IV's shall receive medical insurance on the first day of the following month of rehire
- d. Circulation Assistant I/Shelvers are exempt from Article 12 unless required by law.

### **Section 2: Medical Insurance.**

The City agrees to offer medical coverage for eligible employees and their legal dependents. Employees and their dependents shall have the option of enrolling in the Kaiser Legacy Core HMO, Kaiser New Core HMO, or one of the City's self-insured medical plans. Employees that choose the Kaiser HMO Plans or the City's traditional PPO Plan, shall pay ten percent of the monthly premium for employees and dependents. Employees that choose the City's Consumer Driven Healthcare Plan (CDHP), shall pay 5% of the monthly premium for employees and dependents.

Employees that enroll in the CDHP will receive a City paid contribution to an HRA/VEBA in the amount of \$1,200 for individual for \$2,400 for family coverage in the second pay period of the new year. Changes due to a qualifying event will be pro-rated for the remainder of the year.

#### **Annual Whole Health Evaluation:**

Employees enrolled in the CDHP will receive an HRA/VEBA contribution in the amount of \$200 for individual and \$200 for spouse or domestic partner upon completion of an Annual Whole Health Evaluation.

Employees enrolled in the traditional PPO Plan will receive an HRA/VEBA contribution in the amount of \$100 upon completion of an Annual Whole Health Evaluation.

The benefits under the City's self-insured medical insurance program shall not be reduced without agreement of the parties.

### **Section 3: Life Insurance.**

The City will provide for the employee \$1,000 life insurance per \$1,000 of annual salary, rounded to the next highest \$1,000 at the City's expense for the duration of this agreement.

### **Section 4: AD&D.**

The City will provide for the employee Accidental Death and Dismemberment coverage in an amount equal to that specified in Section 3 hereinabove, at the City's expense for the duration of this agreement.

### **Section 5: Dental.**

The City will pay the premium for the dental plan 12, offered through the trustees of the Washington State Council of County and City Employees for the employee and their eligible dependents.



Section 6: Vision.

The City will pay the premium for the vision plan offered through the trustees of the Washington State Council of County and City Employees for the employee and their eligible dependents.

Section 7: Enrollment.

In order to participate, an employee must sign authorization cards to be kept on file by the City. If the employee does not wish to participate in the program, then they must sign a waiver card for their file.

Section 8: Disability Insurance. Employees covered under this agreement shall participate in a disability insurance program through the insurance company of the Union's choice. Premiums for this coverage will be the responsibility of the employee.

Section 9: Review.

The City will provide reports on the City's self-insured plan upon request which will include usage trends and fund balance.

Section 10: (Washington Paid Family Medical Leave (WPFML))

The City will provide Washington Paid Family Medical Leave for eligible employees, in accordance with RCW 50A.04, at no cost to the employee.. If the City elects to rejoin the state-administered WPFML plan, the City agrees to notify the Union of this action and potential deductions 90 days prior to the effective date, and to negotiate any impacts of such decision.

## **ARTICLE 13 - SICK LEAVE**

Sick leave accrual is a form of disability insurance that is intended to assist in the prevention of financial loss during illness or incapacity. Upon hire, employees may utilize accrued sick leave subject to the requirements of this article.

### **Section 1:**

Sick leave is defined as leave with pay taken for the illness, injury, or pre-approved medical appointments of the employee. In the case of an eligible dependent, sick leave with pay may be used in accordance with Federal and State laws and applicable City requirements.

### **Section 2: Sick Leave Provided**

Sick leave shall accrue to each employee, excluding part-time and day laborers, actively employed in the City service at the rate of eight (8) hours of leave for each calendar month of the employee's active service. The total carryover from year-to-year shall not exceed 960 hours. Sick leave will accrue beyond this limit in accordance with Washington state law, subject to the yearly carryover maximum. Regular part-time employees shall accrue sick leave benefits on a pro-rated basis based on regular hours worked each pay period. Day Laborer's shall accrue sick leave in accordance with the Washington Paid Sick Leave Law.

### **Section 3: Leave of Absence or Lay-off**

Employees who, for any purpose, are granted leave of absence with pay shall continue to accrue sick leave during such leave of absence. Any employee on a non-pay status shall not accrue any sick leave. Employees laid off and rehired within twenty-four (24) months, and employees granted leave of absence without pay shall not accrue sick leave during said lay off or leave of absence, but, upon resumption of active employment, shall have available the sick leave accrued at the time of such lay off or unpaid leave, less any final cashouts that may have occurred.

### **Section 4: Physician's Certification**

Sick leave with pay for a period of four (4) days or more requires the presentation of a written statement by the employee's personal physician and/or physician representing the City, certifying that the employee was subject to restriction. An employee that believes obtaining verification for use of paid sick leave under the Washington Paid Sick Leave Law (WPSL) would result in an unreasonable burden or expense, should contact Human Resources. An employee on sick leave shall inform their department head, or cause the department head to be informed, forthwith that they are unable to report for duty and the reasons therefore, and failure to do so without excuse shall be cause for denial of sick leave pay. Subsequent incidents may be grounds for disciplinary action.

### **Section 5: Vacation Leave In Lieu Of Sick Leave**

In using sick leave, only those days on which the employee would be required to report for work shall be considered. Upon the request of an employee who shall be absent for personal illness or injury and with the concurrence of the department head or their designee, days off will be charged against the vacation to which they may be entitled, and such employee shall be paid therefore and the vacation allowance reduced accordingly.

#### Section 6: Sick Leave While on Vacation

It is understood and agreed that sick leave is to be used only in circumstances where an employee is scheduled to work and is unable to do so because of personal illness or injury. Therefore, if an employee becomes ill or injured once their vacation has commenced, vacation time will be deducted unless the employee provides certification of overnight hospitalization for which sick leave will be substituted for a regularly scheduled vacation day (one day for each night of hospitalization). However, if the employee notifies the Department Head or their designee prior to the commencement of the employee's vacation that said employee is ill or injured, sick leave may be used for any days which the employee would have been scheduled for vacation. In such cases, the vacation will be canceled and rescheduled, if possible, at a time mutually agreeable to the City and the employee.

#### Section 7: Sick Leave and Vacation Accrual While Receiving Industrial Insurance Benefits

It is understood and agreed that for the period in which an employee is receiving benefits pursuant to the Industrial Insurance Act, they shall not be entitled to accrual of sick leave and/or vacation time as set forth in Articles 11 and 13 of this Agreement. This section shall not prevent an employee from using sick leave or vacation benefits which have previously been earned to supplement the payment of industrial insurance benefits. For those hours of sick leave and/or vacation used to supplement industrial insurance benefits, the employee shall be entitled to accrue additional sick leave and/or vacation hours.

#### Section 8:

An employee's ability to work regularly and as scheduled is a requirement for continued employment. The City has the right to take corrective action to deal with unauthorized use of sick leave.

#### Section 9:

Subject to the Civil Service rules, the head of any department may discipline (including suspension or dismissal) any employee who uses sick leave under false pretenses. The City may request a doctor's statement for any sick leave provided there is evidence of unauthorized sick leave use. The request for the doctor's statement will be made following a determination of the possible sick leave abuse by a department head.

#### Section 10:

Employees who have successfully passed probation shall be allowed, upon separation, to receive in cash an amount equal to twenty (20%) of the value of their then existing sick leave accrual balances, up to the 960 hour yearly carryover cap.

## **ARTICLE 14 - BEREAVEMENT LEAVE**

When death occurs among members of an employee's immediate family, the employee, upon request to their department head or designee, will be granted up to four (4) days of bereavement leave, if necessary, and to attend the funeral service, and will be compensated at their normal salary for the hours lost from their regular schedule, before or after the funeral, with the maximum of four (4) days allowance, if on pay status. If required to travel beyond the distance of 300 miles to attend services, two (2) additional days will be allowed. In the event that the employee is the personal representative of the deceased, they shall be allowed up to an additional three (3) days of bereavement leave. This time off shall not be deducted from accumulated sick leave or vacation. Bereavement Leave as described in this article, shall not exceed seven (7) days in total per occurrence.

The term "immediate family" is defined as:

- Spouse, state registered domestic partner (per RCW 26.60, et seq.), children of employee, children of spouse, or children of state registered domestic partner;
- Mother, father, brother, sister, mother-in-law, father-in-law, stepmother, stepfather, stepbrother, or stepsister of employee or spouse or state registered domestic partner;
- Grandparents and grandchildren of employee or spouse or state registered domestic partner.

"Domestic Partner" is defined for purposes of this article as the criteria outlined by the City's Domestic Partner resolution or the State Registry. Proof of criteria may be requested. The City will honor specific requests for leave to attend the funeral of other family members upon consultation of the Human Resources department or designee., with the understanding that the employee will take the leave and request determination whether or not it is to be bereavement leave or vacation leave within ten (10) working days after their return from their absence.

## **ARTICLE 15 - SENIORITY**

### **Section 1:**

Employees shall complete the applicable probationary period before they become regular employees entitling them to seniority rights.

### **Section 2:**

Seniority shall be computed using the adjusted employment date, subject to the applicable probationary period.

### **Section 3:**

Classification seniority shall be recognized as follows:

- A. The supervisor shall recognize seniority in assignments of duties within a job class on a job site wherein the assignments change on a periodic basis; provided that, this provision does not apply to regular vacancies.
- B. Those employees having greater classification seniority shall be given preference in the selection of callouts and assignment of overtime. For the purpose of this section, classification seniority shall include the designated classification series listed in Addendum A. The list may be modified through the labor/management process.

Lists for call-outs and assignment of overtime shall be established at least annually in each department. Lists shall be established for each shift by classification and type of work comprised of all employees qualified to undertake the assignment. Placement on the list shall be by employee choice in seniority order, or if by management agreement, following a Union conducted majority vote of the affected individuals, a rotational system may be established.

- C. Projects or assignments with defined responsibilities which involve overtime shall be exempt from this provision when continuity provides specialized knowledge or training that is needed for the efficient performance of the work.

### **Section 4: Separation**

Seniority shall terminate by the employee being discharged from service or by the employee voluntarily leaving the service of the City. Any employees laid off who are subsequently recalled shall be credited back with the seniority they had at the time they were laid off.

### **Section 5: Bumping Rights**

It shall be understood and agreed that when there is a layoff or a reduction of force in a given position classification in a department, the person with the lowest seniority in that position classification will move to the next position classification to which their seniority and line of progression entitles him/her, displacing the person with the least seniority in that position classification. Similarly, this displaced person moves under the same procedure and so on until the excess person with the least seniority in a

position classification is laid off. The layoff procedure shall follow the employee's line of progression starting from their entry position classification. An employee bumping to a lower or equivalent position classification shall add their seniority in that position classification to any seniority in an equivalent or higher position classification(s) for seniority consideration in the lower or equivalent position classification. Although seniority can accumulate from a higher to a lower position classification or between two (2) equivalent position classifications following the line of progression, seniority cannot accumulate from a lower to a higher position classification. It is understood that employees in non-AFSCME positions shall be entitled to bumping rights but shall only be allowed to accumulate seniority, for this purpose, for time spent in bargaining unit classifications. Employees shall be given a minimum of ten (10) working days' notice of layoff and/or reduction in force.

## Section 6: Seniority Rights

If an employee is reclassified, changes departments, or if the employee is transferred laterally, seniority will follow. This section is subject to Civil Service rules and regulations. Sick leave accrual, vacation accrual, and longevity will not be affected, but based on adjusted date of hire.

## Section 7: Return to Work

For a period of two (2) years, an employee who has been laid off for lack of funds or work, will have the first right of refusal to fill a vacancy in order of their seniority in that classification, provided, that the person meets the same requirements that a newly hired employee would be required to meet and is subject to a background check covering the period of separation to the time of rehire.

Employees bumping to a different classification will be permitted to request an extension to remain on the rehire list in increments of one (1) additional year periods by notifying the Human Resources Department in writing prior to the expiration of their current eligibility.

Subsection A: The City will endeavor to return rehired employees to their original departments if they have been rehired into a department different than that from which they were laid off. The rehired employee will still retain seniority rights to return to their original department if a vacancy should occur.

Subsection B: Rehired employees may be subject to a pre-employment medical evaluation. Rehired employees in the Police Department and Prosecutor's Office will be subject to a polygraph examination.

## Section 8: Five-day Posting

All bargaining unit position vacancies shall be posted in all City departments for five (5) working days prior to requesting a list of applicants from the Human Resources Department. Additionally, all laid off employees subject to recall shall receive notices of all open and competitive bargaining unit vacancies (both Civil Service and non-Civil Service) for a period of two years.

In considering candidates to fill vacant bargaining unit positions, hiring authorities will consider candidates in the following sequence:

- First consideration: Those laid off employees subject to recall who have previously established rights to the classification by virtue of successfully completing the applicable probationary period.

- Second consideration: Those interested employees who presently or have previously established rights to the classification by virtue of successfully completing the applicable probationary period.
- Third consideration: Those interested employees who presently are in the classification but do not yet hold rights to the classification.
- Fourth consideration: Those individuals who have been certified to the hiring authority from the current eligible register or through approved screening process.

## **ARTICLE 16 - CIRCULATION ASSISTANT I/SHELVERS**

### **Section 1:**

Circulation Assistant I/Shelvers perform a variety of tasks throughout the Library. Circulation Assistant I/Shelvers work is not seasonal in nature and for this reason the only limitation on employment duration is funding capacity and performance.

- A. Circulation Assistant I/Shelvers shall be compensated at the hourly rate schedule identified in Article 7 and Appendix 1. Step increases shall occur consistent with other regular part-time employees.
- B. Circulation Assistant I/Shelvers shall accrue holiday based on FTE status in Article 10, however sick leave, vacation time, longevity, and all other benefits on a pro-rated basis based on regular hours worked, with the exception of medical insurance (unless required by law), life insurance and accidental death and dismemberment coverage as outlined in Article 12. Circulation Assistant I/Shelvers shall be covered by all provisions of this Collective Bargaining Agreement, unless otherwise specified.
- C. The Library Director shall determine appropriate work shifts for Circulation Assistant I/Shelvers.



## **ARTICLE 17 - DAY LABORERS and INTERNS**

### **Section 1:**

Subject to the terms and conditions set forth below, the City and Union agree that the City shall have the right to employ day laborers and interns so long as said employment does not supplant full-time or regular part-time bargaining unit positions.

It is recognized and agreed that persons employed as day laborers and interns are not members of the bargaining unit and as such, except where specifically provided in this Agreement, shall not be subject to the terms and conditions of this Agreement. However, as a condition of the City employing day laborers and interns, the Union will require a reasonable work permit fee not to exceed twelve dollars (\$12.00) per pay period.

### **Section 2:**

The term "Day Laborer" shall be defined as an employee performing bargaining unit work and occupying a position on less than a year around basis to cover seasonal peak workloads, emergency workloads of limited duration, necessary vacation relief, and other situations involving fluctuating staff. Seasonal peak workloads for all Departments shall be considered to be March 1st through November 30th. Seasonal peak workloads for Animal Services shall be considered to be April 1st – December 31st.

The term "intern" shall be defined as a High-school or post-secondary student currently enrolled in an accredited institution or bonified vocational or employment agency (Ex: Work Source) participating in a paid or unpaid internship. Interns may be paid to perform bargaining unit work for a specific assignment not to exceed four months or 1040 hours. The use of interns to perform bargaining unit work shall be limited to one term and non-consecutive. The intern must show proof of current enrollment at the time of the internship. If the internship occurs during the summer, the intern shall provide proof of summer or fall enrollment. The city shall provide all proof of all accreditation or applicable documentation to the Union upon hire.

### **Section 3: Term of Employment**

- A. Except as provided otherwise herein, the City shall not employ day laborers in excess of six consecutive months. The City will not rehire a day laborer for a second six (6) month period unless at least four (4) months have elapsed since the end of the previous six (6) month period of employment as well as all other time and date requirements set forth.
- B. The parties agree that any person employed as a day laborer who is actively enrolled in an accredited high school or college and maintains a minimum of nine hours per week and provides enrollment documentation to the hiring department for each quarter or semester, shall not be subject to the four (4) month limitation above, so long as said person works no more than twenty (20) hours per week. If the student exceeds the twenty (20) hours, s/he shall be terminated and not rehired until four (4) months have elapsed. Additionally, the work permit fee for Student Day Laborers shall be eight dollars (\$8.00) per pay period.

Student Day Laborers may work during one off semester or quarter per year between academic enrollments provided that notification by the student is provided in writing and the Student Day Laborer was employed during the previous quarter or semester. The hours worked during the off semester or quarter shall not be limited to twenty (20) hours per week provided that the total hours worked in the calendar year shall not exceed 1040 hours.

- C. Recognizing the necessity to maintain on-going, continuous programs in the Parks Department, the parties agree that day laborers employed in Seasonal Parks positions may be employed up to nine (9) consecutive months in duration at pay range 01-008. Seasonal Parks positions may accrue holiday pay and vacation time on a pro-rated basis worked. Step increases, longevity, and vacation accrual will be based on 2080 hours of regular work. The number of Seasonal Day Laborers positions shall not exceed seventeen (17) in a calendar year. The City has the right to assign duties and shift schedules. Shift schedules will remain flexible. Seasonal Day Laborers are not entitled to out-of-class pay unless they are performing work associated with classifications compensated above range 01-015 that is beyond the scope of work contained within their applicable job description. Seasonal Day Laborers assigned to operate a vehicle requiring a Commercial Driver's License for two (2) or more hours shall be compensated at the 01-014 range. Seasonal Day Laborers assigned to apply any materials requiring a Washington State Public Pesticides Operator's License shall receive a five percent (5%) premium for all hours worked while applying such materials. A Seasonal Day Laborer may only be utilized during the aforementioned nine (9) month seasonal peak workload unless by mutual agreement of the parties.

#### Section 4: Hiring and Compensation of Day Laborers

- A. The Mayor or their designee shall have the sole discretion to hire and terminate all day laborers, with or without cause, and to establish the rate of pay for all day laborers, except those employed in the City Library or those employed in 9 month Seasonal Day Laborer Parks positions. The rate of pay for a day laborer shall not exceed the contractual rate for like work.
- B. In the case of day laborers employed in the Library, the Everett Library Board, together with the Library Director, shall establish the rate of pay for said employees.
- C. In establishing the rate of pay for all day laborers, emphasis shall be given to the qualifications, experience and background of the prospective employee, and the nature of the position which will be filled by the employee.
- D. All day laborers who are directed by their Department Head or duly appointed supervisor to work more than 40 hours in a calendar week, shall be paid at one-and-one-half times the employee's regular hourly rate. This section shall not be construed to entitle day laborers to any benefits or compensation set forth in Article 10 (with the exception of Seasonal Parks positions as outlined in 3.C. above).
- E. Except as specifically provided in this Article, day laborers shall not be entitled to any other compensation or benefits (including, but not limited to, holiday pay, vacation, sick leave or insurance), except as may be required by applicable law.

#### Section 5:

- A. The City will establish a monitoring system that will notify AFSCME and Department Heads monthly of each day laborer's remaining work time.
- B. The parties agree that generally no extensions for day laborers shall be allowed. On rare occasions and with special circumstances, the parties may enter a written agreement that would allow specific extensions on the aforementioned timelines.

- C. Day laborers will not supervise regular employees nor fill regular vacancies unless mutually agreed upon between the City and Union.

#### Section 6: Swim Center

In recognition of the year-round, non-seasonal nature of the activities of the Swim Center, the parties agree that the Swim Center shall be exempted from the supplanting language and the time limit provisions identified in Section 2. Although the time limit provisions shall not apply to positions, the time limit provisions and the applicable work permit fee shall apply to individuals. The parties also agree that the City will maintain a minimum of three (3) bargaining unit FTEs assigned to the Swim Center and that the ratio of day laborer hours to regular employee hours is not increased. That ratio is 6.92 day laborer hours for every hour worked by a regular full-time employee. The City will produce a report at the end of each calendar year showing the ratio of day laborer hours to regular employee hours and provide it to the Union.

In addition to the provisions in Section 3, Student Day Laborers employed by the Swim Center may not work more than twenty-five (25) hours per week.

## **ARTICLE 18 - GRIEVANCE PROCEDURE**

### **Section 1:**

Grievance is defined as a cause (arising out of an alleged misinterpretation or misapplication of the terms of this Agreement) felt to afford reason for complaint. All grievances and responses from the grievance procedure shall be put in writing. The written grievance shall include but is not limited to the following: the name of the grievant, the Article(s) and Section(s) misinterpreted or misapplied, the facts stating how the aforementioned were misinterpreted or misapplied, and the remedy sought.

In the event an employee elects to file a challenge concerning their employment status in civil service or the city library, the employee shall have the option of pursuing the challenge through either civil service/library board or filing a grievance through the provisions of this Article but limited to one or the other. The employee may at their own discretion pursue the alleged grievance without the Union's participation through Step 1 (or Step 3 if it is a grievance submitted directly at Step 3) of the established grievance procedure identified below.

An employee who believes they have been aggrieved as defined above shall discuss the matter with a Union official before filing a grievance.

Any grievance filed as a class action grievance shall be reviewed, approved, and signed by the Union President, Union Vice-President, or Union Staff Representative.

### **Section 2:**

Time periods between grievance steps may be extended by written mutual agreement of both parties. Working days, for the express purpose of this Article, are defined to be Monday through Friday, excluding holidays, Saturdays and Sundays.

**Step 1:** To be valid, a grievance must be submitted to the employee's immediate non-represented supervisor within ten (10) working days of the alleged event or occurrence which is the basis for the alleged grievance. Failure to file a grievance within this period shall be deemed as an absolute waiver of the right to file a grievance. The supervisor will submit a written grievance response within five (5) working days. In the event of termination, the grievance shall be filed directly with the Mayor or designee at Step 3.

**Step 2:** If the grievance was not settled at Step 1, it may be advanced by the Union to the Department Head or designee within five (5) working days of receipt of the Step 1 response. A grievance meeting may be held within ten (10) working days of receipt of the grievance, and a written grievance response will be given within five (5) working days of the meeting to the Union President, Union Vice-President and Union Staff Representative.

**Step 3:** If the Grievance was not settled at Step 2, it may be advanced by the Union to the Mayor or designee. It is agreed between the parties that the timeline for this step shall be within ten (10) working days, or until the 2nd Friday following the 2nd Thursday of the month (to allow the Union's Grievance Committee to review the grievance prior to advancement), whichever is later. A grievance meeting shall be held within ten (10) working days of receipt of the grievance, and a written grievance response will be given within ten (10) working days of the meeting to the Union President, Union Vice-President and Union Staff Representative.

Step 4: If the grievance is not settled in accordance with the foregoing procedure at Step 3, the Union Grievance Committee and/or Executive Board or Employer, as the “moving party,” may refer the grievance to arbitration by providing a written notice for arbitration to the opposing party within thirty (30) working days after receipt of the City's response to Step 3. If the notice for arbitration is not sent within thirty (30) working days, the moving party waives its right to pursue the grievance through the arbitration procedure.

Step 5: The moving party shall submit a request for arbitration to the American Arbitration Association requesting a list of seven (7) arbitrators residing and practicing in Washington and Oregon and proficient in public sector arbitration. This request must be made within six (6) months of the notice of appeal as specified in Step 4 or the right to arbitrate will be deemed as waived. The City and the Union, upon receipt of the list of arbitrators, shall meet and take turns striking names from the list until a sole name remains. That person shall be the arbitrator. A coin toss shall determine whether the City or the Union shall strike first. The arbitrator shall issue a decision within thirty (30) days after the close of the hearing. The cost of the arbitrator shall be borne equally by both parties and each party shall pay its respective representatives' or attorneys' fees. The decision of the arbitrator shall be final and binding.

The arbitrator shall render its decision solely based on the interpretation and application and provisions of this Agreement and shall address only those issues raised in the written grievance. Neither the arbitrator nor any other person or persons involved in the grievance process shall have the power to negotiate new agreements or to change any of the present provisions of this Agreement.

Section 3:

In the case of Library employees, the above Section 2, Steps 1, 2 and 5 shall apply. In Section 2, Steps 3 and 4, the Library Board shall respond instead of the Mayor.

#### **ARTICLE 19 - SAVING CLAUSE - ORDINANCE**

No ordinance granting any employee a benefit shall be changed during the term of this Agreement which would reduce the benefits to the employees particularly as it applies to provisions as written in the collective bargaining agreement.

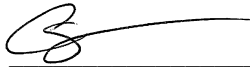
## ARTICLE 20 - DURATION

This Agreement shall be effective as of the 1st day of January 2025 and shall remain in full force and effect through the last day of December 2027. Any one Article may be opened during the period of the contract year if mutually agreed to by both parties; and, if agreement is not reached on the opened Article within thirty (30) days, the said Article will remain in force as written.

In witness whereof, the parties have set their hands on the 7<sup>th</sup> day of March, 2025.

CITY OF EVERETT

EVERETT MUNICIPAL EMPLOYEES  
LOCAL NO. 113, AFSCME



CASSIE FRANKLIN, Mayor

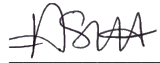
03/17/2025



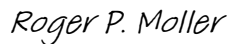
JEFF JESMER, President

ATTEST

WASHINGTON STATE COUNCIL OF  
COUNTY AND CITY EMPLOYEES, AFL-CIO

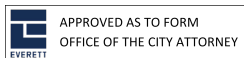


Office of the City Clerk



ROGER MOLLER, Staff Representative

ATTEST



CHRISTINE MAIR, Secretary

## **ADDENDUM A – CLASSIFICATION SENIORITY LIST**

### **List of Classifications included in Classification Seniority:**

- Circulation Assistant IV -> Circulation Assistant I
- Heavy Equipment Operator -> Equipment Operator
- Librarian II -> Librarian I
- SCADA/Telemetry Technician Lead -> SCADA/Telemetry Technician I
- Senior Signal Technician -> Traffic Signal Technician
- Utility Maintenance Technician III -> Utility Maintenance Technician I
- Water Pollution Control Operator III -> I
- Water Quality Control Operator II -> Water Quality Control Operator I
- Water Treatment Plant Operator III -> I

*Revised as of 11.12.2024*



**ADDENDUM B – SAFETY BOOTS AND SHOES LIST**  
AFSCME Local 113

Legend: X = recommended for job class					
<b>Occ</b>	<b>Title</b>	<b>Non Safety Toe ASTM 2892</b>	<b>(I/C) Impact and Compression Resistant ASTM F2413</b>	<b>(EH) Electrical Hazard Resistant</b>	<b>(SR) Slip Resistant</b>
1535	Animal Care and Customer Service Assistant	X			X
1510	Animal Control Officer	X			X
1530	Animal Shelter Attendant	X			X
3000	Arborist		X	X	
1222	Assistant Buyer		X		X
3600	Assistant Inventory Control/Dispatch Technician		X	X	X
1260	Buyer		X		X
3610	Cement Finisher		X		
3640	Communications Technician		X	X	X
4210	Construction Inspector		X	X	
1945	Custodial Supervisor	X		X	X
1950	Custodian	X		X	X
3887	Electrical Safe Worker Program Administrator		X	X	
1960	Electrician		X	X	
4090	Encampment Response Supervisor		X		
4260	Engineering Technician		X		
4270	Engineering Technician Trainee		X		
4395	Environmental Technician		X		
3700	Equipment Operator		X		
3710	Equipment Service Worker		X	X	X
2145	Fire Apparatus/Equipment Mechanic		X	X	X
3685	Fleet Maintenance Supervisor		X	X	X
3690	Fleet Service Technician		X	X	X
4549	Fleet Support Specialist		X	X	X
3037	Golf and Athletic Supervisor		X		
3025	Golf and Grounds Equipment Technician		X		
3035	Golf Course Supervisor		X		
3020	Groundskeeper		X		

3720	Heavy Equipment Operator		X		
3040	Horticulturist		X	X	
3730	Industrial Waste Inspector		X	X	
3740	Inventory Control Technician		X	X	X
3050	Landscaper		X		
3018	Lead Groundskeeper		X		
3750	Lead Utility Serviceworker		X	X	
2370	Maintenance Mechanic		X	X	
3026	Maintenance Technician		X	X	
3080	Park Ranger I	X			
3095	Park Ranger Supervisor	X			
3105	Parks & Grounds Maintenance Supervisor		X	X	
3820	Plant/Pump Maintenance Mechanic		X	X	
1434	Procurement Specialist		X		
1432	Procurement Technician		X		
4082	Public Works Supervisor - Sewer/Drainage/Utilities		X		
4085	Public Works Supervisor - Streets		X		
4084	Public Works Supervisor - TSG/Utilities		X	X	
4083	Public Works Supervisor - Water/Utilities		X		
3090	Ranger II	X			
3875	SCADA/Telemetry Technician I		X	X	
3876	SCADA/Telemetry Technician II		X	X	
3877	SCADA/Telemetry Technician Lead		X	X	
2016	Security Officer	X			X
1436	Senior Procurement Specialist		X		
4410	Senior Signal Technician		X	X	
2445	Small Tool & Equipment Repair Technician		X	X	X
3725	Source Control Inspector		X		
3100	Structural Maintenance Supervisor		X		
2450	Supervisor I		X		
2460	Supervisor II		X		
3735	Surface Water Inspector		X		
4420	Traffic Electronic Technician		X	X	
4425	Traffic Electronic Technician Trainee		X	X	
4441	Traffic Operations Supervisor		X	X	
4430	Traffic Signal Electrician		X	X	
4435	Traffic Signal Technician		X	X	
4440	Traffic Technician		X	X	
3860	Transportation Maintenance Technician		X	X	

4070	Treatment Plant Operator-in-Training		X		
3210	Urban Forester		X		
3885	Utilities Electrician		X	X	
3878	Utilities Maintenance Technician I		X	X	
3879	Utilities Maintenance Technician II		X	X	
3880	Utilities Maintenance Technician III		X	X	
3900	Utility Laborer		X		
3920	Utility Service Worker		X		
3695	Vehicle Electronics Technician		X	X	X
4547	Vehicle Parts Storekeeper		X	X	X
1430	Warehouseworker		X		X
3940	Water Pollution Control Operator I		X		
3950	Water Pollution Control Operator II		X		
3960	Water Pollution Control Operator III		X		
3980	Water Quality Analyst	X			
3989	Water Quality Control Operator I		X	X	
3990	Water Quality Control Operator II		X	X	
4010	Water Quality Technician	X			
4020	Water Service Technician		X		
4040	Water Treatment Plant Operator I		X		
4050	Water Treatment Plant Operator II		X		
4060	Water Treatment Plant Operator III		X		
4080	Welder		X	X	X

*Revised as of 12.17.2024*

## **ADDENDUM C – INSTRUCTOR PAY TOPICS**

Eligible Instruction Topics as of 11/12/2024

- Commercial Driver License
- CPR/First Aid/AED
- Temporary Traffic Control
- Riding Mowers and Tractors
- Elevating Work Platform
- Powered Industrial Trucks (Forklifts)
- Rigging & Signaling
- Washington State Flagger Certification

# **APPENDIX 1 – SCHEDULE OF WAGES**

January 1, 2025

## **SCHEDULE OF WAGES**

\*Hourly Rate

**AFSCME 2025 SALARY TABLE**

Range #	Step A	Step B	Step C	Step D	Step E
01-001	3114	3275	3440	3614	3793
01-002	3275	3440	3614	3793	3982
01-003	3440	3614	3793	3982	4174
01-004	3614	3793	3982	4174	4390
01-005	3793	3982	4174	4390	4607
01-006	3982	4174	4390	4607	4841
01-007	4174	4390	4607	4841	5083
01-008	4390	4607	4841	5083	5331
01-009	4607	4841	5083	5331	5598
01-010	4841	5083	5331	5598	5874
01-011	5083	5331	5598	5874	6175
01-012	5331	5598	5874	6175	6490
01-013	5598	5874	6175	6490	6812
01-014	5874	6175	6490	6812	7150
01-015	6175	6490	6812	7150	7505
01-016	6490	6812	7150	7505	7877
01-017	6812	7150	7505	7877	8275
01-018	7150	7505	7877	8275	8694
01-019	7505	7877	8275	8694	9125
01-020	7877	8275	8694	9125	9581
01-021	8275	8694	9125	9581	10060
01-022	8694	9125	9581	10060	10563
01-023	9125	9581	10060	10563	11091
01-024	9581	10060	10563	11091	11646
01-025	10060	10563	11091	11646	12228
01-026	10563	11091	11646	12228	12839
01-027	11091	11646	12228	12839	13481

01-552*	16.90	17.56	18.42	19.35
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\*Hourly Rate - Step A set at minimum wage












# AFSCME CBA 2025-2027\_SD
















Final Audit Report

2025-03-18

Created:	2025-03-06
By:	Ashleigh Scott (AScott@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAANCdD0efx7BO7JgcCrAujcQBFSgaTXubr

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Signature Date: 2025-03-18 - 2:38:50 PM GMT - Time Source: server



Agreement completed.

2025-03-18 - 2:38:50 PM GMT