



## RESOLUTION NO. U-11596

1 A RESOLUTION relating to collective bargaining, authorizing the execution of a  
2 Letter of Agreement between the City of Tacoma and the International  
3 Brotherhood of Electrical Workers, Local 483, Clerical Unit.

4 WHEREAS the City of Tacoma ( "City") and the International  
5 Brotherhood of Electrical Workers, Local 483, Clerical Unit, ("Union"), have  
6 negotiated a proposed Letter of Agreement ("Agreement"), and

7 WHEREAS the proposed Agreement provides for the creation of a new  
8 classification to be titled Safety Specialist, and

9 WHEREAS the classification will be represented by the International  
10 Brotherhood of Electrical Workers, Local 483, Clerical Unit, for the purposes of  
11 collective bargaining, and

12 WHEREAS the classification will be created as classified, and  
13 designated as overtime category "A", with a 2026 pay range of \$36.80 to \$44.73  
14 per hour, and

15 WHEREAS all other terms and conditions will be consistent with the  
16 current collective bargaining agreement, and

17 WHEREAS it now appears in the best interest of the City that the  
18 proposed Agreement negotiated by the Union and the City be approved; Now,  
19 therefore,

20 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

21 That said proposed Letter of Agreement between the City of Tacoma and  
22 the International Brotherhood of Electrical Workers, Local 483, Clerical Unit, is  
23 approved, and the Council of the City of Tacoma is requested to concur in the  
24  
25  
26





## Board Action Memorandum

**TO:** Jackie Flowers, Director of Utilities  
**COPY:** Charleen Jacobs, Utilities Director and Board Offices  
**FROM:** Vanessa Peterson, Senior Human Resources Consultant  
Dylan Carlson, Labor Relations Division Manager  
Chris Bacha, City Attorney  
**MEETING DATE:** March 25, 2026  
**DATE:** March 11, 2026

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### **SUMMARY:**

A resolution recommending approval of a Letter of Agreement as negotiated with the International Brotherhood of Electrical Workers, Local 483, Clerical Unit, regarding a new classification of Safety Specialist.

### **BACKGROUND:**

The resolution recommends approval of a Letter of Agreement (LOA) as negotiated with the International Brotherhood of Electrical Workers, Local 483, Clerical Unit. The Letter of Agreement will be scheduled for consideration by the City Council as a resolution on March 30, 2026.

The agreement provides for the creation of a new classification to be titled Safety Specialist. The classification will be represented by the International Brotherhood of Electrical Workers, Local 483, Clerical Unit for the purposes of collective bargaining. The classification will be created as classified, and designated as overtime category "A", with a 2026 pay range of \$36.80 - \$44.73 per hour. All other terms and conditions will be consistent with the current collective bargaining agreement.

### **ATTACHMENTS:**

Letter of Agreement  
Fiscal Impact Memorandum

### **CONTACT:**

Vanessa Peterson, Senior Human Resources Consultant, (253) 324-0831  
Presenter: Dylan Carlson, Labor Relations Division Manager, (253) 591-5609



**To:** Hyun Kim, Interim City Manager  
**From:** Teresa Green, Budget Officer  
**Date:** March 3, 2026  
**Subject:** Fiscal Impact of 483 Clerical LOA - New Safety Specialist Classification

**Overview**

The City of Tacoma and the International Brotherhood of Electrical Workers Local 483 Clerical bargaining unit have reached a tentative agreement for a Letter of Agreement. The City and the Union are Parties to a Collective Bargaining Agreement, effective January 1, 2024, through December 31, 2026.

The Parties have agreed to create a new classification entitled "Safety Specialist." The 2026 rate of pay for the Safety Specialist will be aligned to one hundred percent (100%) of the 2026 rate of pay for the Human Resources Specialist (CSC 11140) established in the 483 Human Resources Unit (2025-2027) collective bargaining agreement.

2026 – Safety Specialist Rate of Pay (effective January 1, 2026)							
Code	A	Classification	Step 1	Step 2	Step 3	Step 4	Step 5
TBD		Safety Specialist	36.80	38.64	40.57	42.60	44.73

The Safety Specialist will be classified, overtime category "A", and FLSA non-exempt. All other terms and conditions for the Safety Specialist classification will be consistent with the current CBA.

**Fiscal Impact**

The fiscal impact is indeterminable and will be reviewed by staff as positions are reclassified into the new classification. Departments are responsible for adhering to their overall level of appropriation.

Cc: Dylan Carlson  
 Jennifer Watts  
 Karen Short  
 Vanessa Peterson  
 Mayra Wheelock  
 Sophia Keskey

**LETTER OF AGREEMENT**

**Between**

**THE CITY OF TACOMA**

**and the**

**INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS LOCAL 483 CLERICAL UNIT**

Date: \_\_\_\_\_

The City of Tacoma ("City") and the International Brotherhood of Electrical Workers Local 483 Clerical Unit ("Union"), enter into this Letter of Agreement ("LOA"). The City and the Union (together, the "Parties") are party to a Collective Bargaining Agreement, effective January 1, 2024, through December 31, 2026 ("CBA").

The City has determined to create a new classification entitled "Safety Specialist".

The Parties agree that:

1. Employees in the newly created classification of Safety Specialist (CSC 05510) will be represented by the Union for the purposes of collective bargaining.
2. The 2026 rate of pay for the Safety Specialist (see TABLE 1 below) will be aligned to one hundred percent (100%) of the 2026 rate of pay for the Human Resources Specialist (CSC 11140), comprised of five (5) pay steps ranging from \$36.80-\$44.73.
3. The 2026 rate of pay for the new Safety Specialist will be effective upon Tacoma City Council approval. Any adjustments to the rate of pay for the Safety Specialist beyond December 31, 2026, will be negotiated by the Parties in the successor collective bargaining agreement to the current CBA.
4. The Safety Specialist will be classified, overtime category "A", and FLSA non-exempt.
5. All other terms and conditions for the Safety Specialist classification will be consistent with the current CBA.
6. This LOA will become effective upon approval by the Tacoma City Council.

<b>TABLE 1 – 2026 – Safety Specialist Rate of Pay*</b>							
<b>Code</b>	<b>A</b>	<b>Classification</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
05510		Safety Specialist	36.80	38.64	40.57	42.60	44.73

*\*Effective upon Tacoma City Council approval.*

The Parties intend to incorporate the Safety Specialist classification into the successor agreement to the current CBA at the next collective bargaining opportunity, at which time this LOA will terminate. This LOA is not to be used as precedent with respect to other collective bargaining agreements in other divisions or departments of the City or any other union.

**For the City**

**For the Union**

\_\_\_\_\_  
Hyun Kim  
City Manager

Date

\_\_\_\_\_  
Byron Allen  
Business Manager

Date

