

**Side Letter of Agreement Between
The City of Santa Cruz and
The City of Santa Cruz Service Employees,
Represented by Service Employees International Union, Local #521**

The City of Santa Cruz (hereinafter referred to as "City") and the City of Santa Cruz Service Employees, (represented by Service Employees International Union, Local #521, hereinafter referred to as "Union") are parties to a Memorandum of Understanding ("MOU") with a term beginning on July 6, 2013 and terminating on July 3, 2015.

Pursuant to the provisions of the Meyers-Miliias-Brown Act, this Side Letter Agreement ("Agreement") is entered into this 20th day of October 2014, between the City and the Union to amend the Plant Operator Shift Selection Standard Operating Procedure at the Graham Hill Water Treatment Plant (GHWTP).

The parties have met and conferred in good faith concerning the terms and conditions of this Agreement and its implementation and now therefore agree as follows:

GHWTP PLANT OPERATOR SHIFT SELECTION

STANDARD OPERATING PROCEDURE

(NOTE: Does not pertain to temporary schedule changes to cover time off when appropriate, i.e. vacations, trainings, etc.)

Seniority as a regular employee within the classification shall be the criterion used to determine shift selection (subject to bona fide operational needs; i.e. SCADA system coordinator).


- Shift schedules will be determined by the CPO prior to shift selection.
- Shift selection shall occur:
 - Annually with the actual shift changes occurring on the first Saturday of January.
 - Whenever there is a shift that needs to be filled (i.e. after a retirement).
 - Whenever a new hire becomes qualified to work a stand-alone shift (typically after the probation period as a T3 Operator).
- During the shift selection process Operators will choose one of the shifts established by the supervisor, in order of seniority.
- As per MOU Section 9.05, Seniority as a regular employee within the classification shall be the criterion used to determine shift selection and duty assignment. Plant Operators I and II will be considered within the same

classification and Plant Operators III and IV will be considered within the same classification for the purpose of seniority privileges.

- With CPO approval Operators may swap shifts on a voluntary basis; which is not subject to seniority bumping.
- Weekend rotations will continue as currently practiced: every four months on the first Saturday of May, September, and January.
- Voluntarily swapping weekend rotations does not realign and operator's future, predetermined, weekend rotation assignments. Therefore, swapping may result in three consecutive four month weekend or weekday assignments.

City of Santa Cruz Service Employees

Date: 1-9-15

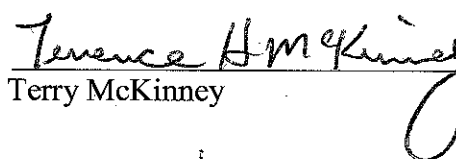
By: 
Jeff Jones

Date: 12/8/14

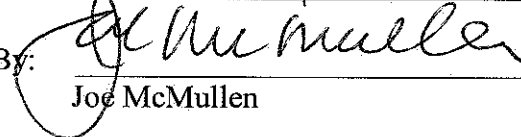
By: 
Gary Klemz

City of Santa Cruz

Date: 1-12-15

By: 
Terry McKinney

Date: 12/8/14

By: 
Joe McMullen