
CITY OF MINNEAPOLIS

And

**MINNEAPOLIS PUBLIC WORKS
ENGINEERS' ASSOCIATION
(Professional Engineers Unit)**

**LETTER OF AGREEMENT
Professional Engineer License Preparation Course and Exam Reimbursement**

WHEREAS, Certain Departments of the City of Minneapolis (hereinafter “Employer”) maintain a tuition reimbursement program.

WHEREAS, The parties have agreed that all members in the Engineer classification must obtain a professional engineers license in the state of Minnesota; and

WHEREAS, The employer and the Association have a mutual desire to assist employees in obtaining their license so that they can serve in the licensed job classifications within the bargaining unit; and

WHEREAS, Minnesota has been experiencing historically low rates of unemployment, creating a tight labor market;

NOW, THEREFORE, IT IS HEREBY AGREED, that the parties agree to the following Professional Engineer License Preparation Course and Exam Reimbursement program in effect for the period of January 1, 2023 through December 31, 2025

- 1.** The Employer will reimburse employees in the engineer classification for the cost of a preparation course and license exam up to two thousand dollars (\$2,000). Employees will be reimbursed no more than one (1) time for the cost of the course and one (1) time for the cost of the exam. Proof of payment is required to receive the Reimbursement.
- 2.** An employee who has been reimbursed for any of the above qualified expenses through another agreement will not be eligible for reimbursement under this agreement.
- 3.** For employees named in ‘Attachment H’, this LOA shall replace the reimbursement procedure named in said agreement while this agreement remains in effect.
- 4.** An employee who voluntarily leaves City employment shall refund all Reimbursement payments received during the preceding 12 month period.
- 5.** All other terms and conditions of the Agreement will remain in force.
- 6.** This agreement will sunset on December 31, 2025

