



CITY OF TONKA BAY

4901 Manitou Road
Tonka Bay MN 55331
Phone: 952-474-7994
www.cityoftonkabay.net

ITEM NO. 8A

Memo

To: Mayor and City Council
Lindy Crawford, City Administrator

From: Robin Bowman, Public Works Superintendent

Date: June 9, 2015

Re: Summer Hours for Public Works

As you know, many cities and counties switch over to summer hours from Memorial Day through Labor Day. Some work 4 days at 10 hours and some work 4 days at 9 hours and then a 4-hour day on Friday.

Two years ago, the City Administrator proposed moving to working 4–10 hour days to the Union.

I'm proposing a 4 day work schedule at 9 hours and then a 4-hour day on Friday. Staff is aware the City Council has discussed it previously. However, they are bound by the Union contract and will need to work the current schedule (Monday through Friday, 6:00 a.m. - 2:30 p.m.) until or if it is revised. At this time it sounds like the Union is on board with whatever Mike and Todd may agree to.

Staff Opinion

I believe the 4-10 hour days would be problematic to our public works department due to the fact we need someone here everyday for the water plant and lift stations. Our hours could be changed just for the summer, Memorial Day through Labor Day, with one of the following three options:

- A. Add an hour in the morning (5:00 a.m. – 2:30 p.m.)
- B. Add an hour in the afternoon (6:00 a.m. – 3:30 p.m.)
- C. Add 30 minutes in the morning and 30 in the afternoon (5:30 a.m. – 3:00 p.m.)

I think if or until it is tried, we will not identify all of the issues and/or positives. Most cities and counties that have tried it have chosen to stick with some sort of summer hours be it 4-10 or a custom made summer hours that work for their specific circumstances.

Following review of this item at a previous Council meeting, the request was made for a letter from the Union office which would serve as an amendment to the current union contract. It is attached.

Council Action Requested:

Discuss the hours for Public Works and the possibility of running a trial period for this summer.

MEMORANDUM OF UNDERSTANDING
between
CITY OF TONKA BAY
and
MINNESOTA TEAMSTERS PUBLIC and
LAW ENFORCEMENT EMPLOYEES' UNION, LOCAL NO. 320

WHEREAS, the City of Tonka Bay (hereinafter "City") and Teamsters Public and Law Enforcement Employees' Union, Local No. 320 (hereinafter "Local 320") representing the Public Work employees of the City of Tonka Bay, hereby agree to the following:

That the City allow employees to work Monday through Thursday nine (9) hours and on Fridays four (4) hours beginning May 25, 2015 (Memorial Day) through September 7, 2015 (Labor Day). During this time, overtime will be any hours worked in excess of nine (9) hours within a twenty-four (24) hour period (except for shift changes) or more than forty (40) hours within a seven (7) day period will be compensated at one and one-half (1 ½) times the employee's regular base pay rate.

For the City:

For the Union:

City

Teamsters Local #320, Business Agent

Date:_____

Date:_____

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