

Memorandum of Understanding
Between City of Traverse City,
Traverse City General Municipal Employees Teamsters Local 214

Re: Temporary Supervisor/Superintendent Coverage

Date: June 17, 2025

Purpose and Intent

The parties are signatories to a collective bargaining agreement for General Municipal Employees effective for the period of July 1, 2024 through June 30, 2027 (CBA). This Memorandum of Understanding is the mutual agreement to change the language in the CBA to reflect the following language below. However, both parties do not intend that these changes should result in a greater expense to the City or any increase in fringe benefits to the bargaining unit.

1. This following section shall be replaced in its entirety with the following language:

Amendment to Article 12 – Promotions and Vacancies: Section 7: Out-of-Class Work Assignments

When it is necessary for the Employer to temporarily assign an employee to perform the duties of a higher classification, such assignment shall first be offered to qualified employees in the classification range immediately below the higher classification, based on seniority, where operationally feasible.

When an employee is assigned to a higher classification within the bargaining unit, they shall receive a pay adjustment equal to 2% above their base rate of pay for the duration of the assignment.

When an employee is assigned by the Employer to temporarily assume the full responsibilities of a Supervisor or Superintendent classification due to an absence of at least three (3) consecutive workdays, and the assignment includes responsibility for emergency on-call situations, the employee shall be compensated at the Step One rate of pay for the applicable Supervisor or Superintendent classification grade for all hours worked during the assignment.

All such acting assignments must be pre-approved by the Employer and documented in writing by the Department Head, with notice provided to Human Resources. Compensation under this provision shall begin on the first day of the assignment, provided the absence meets the minimum three-day threshold, and shall continue for the duration of the assignment, as long as the employee performs the full scope of the assigned duties, including on-call responsibilities.

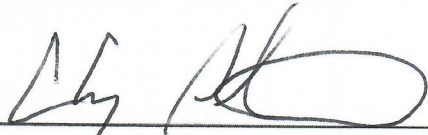
This provision shall not apply in instances where an employee performs only incidental or partial duties of a higher classification for short periods, or in situations where another Supervisor or Superintendent from the same department remains on duty. In such limited-duty scenarios, the employee shall receive 5% above their base pay for the hours worked in the higher classification.

2. All other terms and provisions of the parties' collective bargaining agreement shall remain in full force and effect for the term thereof. There are no other agreements oral and written.
3. This Memorandum of Understanding may be amended but only in writing and signed by the appropriate representative(s) of the parties.



Elizabeth Vogel, City Manager

Date: 6/17/2025



Clayton Plétscher, Union Business Representative

Date: 6-20-25