

LETTER OF UNDERSTANDING
BETWEEN
CITY OF TRAVERSE CITY
AND
INTERNATIONAL BROTHERHOOD OF TEAMSTERS
GENERAL MUNICIPAL EMPLOYEES – GENERAL UNIT
[Employee Appreciation Week]

This Letter of Understanding (LOU) is entered into between the City of Traverse City (the “City”) and the General Municipal Employees General Unit, International Brotherhood of Teamsters (the “Union”). The City and the Union are collectively referred to as “the Parties”.

The City and the Union are parties to a Collective Bargaining Agreement (CBA) in effect from July 1, 2019 through June 30, 2024.

Employee Appreciation Week was created and approved by the Traverse City Commission at the City Commission Special Meeting held on October 25, 2021. Employee Appreciation Week has been designated as the week of December 27, 2021 to December 31, 2021 in light of the additional pressure and challenges the pandemic has brought and how City Staff has handled the pandemic and maintained services during a challenging time.

Full time employees shall receive twenty-four (24) hours of paid Staff Appreciation Time off starting December 27, 2021. If certain Division are able to be closed entirely and not operate, those Divisions will separately determine which day(s) of that week they will be closed for operations. Should weather require operations to be open for any of those days in that week, or for those Divisions that provide essential services and who are not able to close operations during that week, those hours will be available for employees to use until June 30, 2022.

Utilization of Staff Appreciation Time hours shall be approved in the same manner as vacation requests, where requests for leave shall be approved by the Division Superintendent or designee. Staff Appreciation Time is non-accumulative. There shall be no payout for unused time at the end of June 2022.

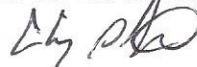
This is a one-time exception and shall not establish precedent and shall not be used as a basis for a “past practice”.

CITY OF TRAVERSE CITY INTERNATIONAL BROTHERHOOD OF TEAMSTERS

By: 

Date: 11-18-2021

Martin Colburn, City Manager

By: 

Date: 11-19-21

Clayton Pletscher, Business Representative