

LETTER OF UNDERSTANDING  
BETWEEN  
CITY OF TRAVERSE CITY  
AND  
INTERNATIONAL BROTHERHOOD OF TEAMSTERS  
GENERAL MUNICIPAL EMPLOYEES – CLERICAL TECHNICAL UNIT

[July 5, 2024]

This Letter of Understanding (LOU) is entered into between the City of Traverse City (the "City") and the General Municipal Employees Clerical Technical 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, 2024 through June 30, 2027.

In light of the additional pressure and challenges due to a the recent cyber incident, and how City Staff has handled the incident and maintained services during a challenging time, full time employees shall receive eight (8) hours of paid Staff Appreciation Time off for July 5, 2024. Employees who provide essential services and who are not able to take July 5, 2024 off will be able to use those hours until January 31, 2025.

Utilization of Staff Appreciation Time hours shall be approved in the same manner as vacation requests, whereas requests for leave shall be approved by the Department Head or his designee. Staff Appreciation Time is non-accumulative. There shall be no payout for unused Staff Appreciation Time at the end of June 2025.

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: E. Vogel

Elizabeth Vogel, City Manager

By:

Date: 7-10-24

Clayton Pletscher, Business Representative