

## **City Proposals July 24, 2025**

The City is committed to a collaborative bargaining process and looks forward to working with the Union on modifications to the Public Works and Office Technical collective bargaining agreements. The following is a general outline of the topics the City would like to discuss during these negotiations.

### **CBA Items**

#### **1. General Housekeeping**

- a. Clean-up typos, grammar, consistent language, formatting, etc. throughout once a final draft CBA is prepared.
- b. Removal of language related to the Water Treatment Plant throughout

#### **2. Clarification Items**

There are terms that would benefit from clear(er) definitions—or agree to remove from the CBA and include in the Personnel Policies.

- a. Recognition – Remove reference to Office Technical employees (PW 1.1)
- b. Update form in Appendix C to match language in PW 11.5
- c. OT 3.3 – Meal Periods – allow “up to 60 minutes”
- d. Rate at which comp time is calculated for earning and use purposes (PW 4.3 & OT 4.4)

#### **3. Alignment Between Unit Contracts**

Align language to prevent confusion and/or manual overrides in systems to accommodate the differences.

- a. Use the OT 2.2 Non-Discrimination language as the same language for PW contract
- b. Use the PW 8.1.10 – Family Care Laws language as the same language for OT contract
- c. Use the PW 10.12 – Part-time Employees language as the same language for OT 10.3.1

#### **4. Application Process**

The City is working to centralize and automate information as much as possible, including utilizing applicant tracking software (e.g., NeoGov) for personnel-related activities.

- a. Proposal
  - i. Revise 6.5.1 to remove requirement to post on the bulletin board and have all staff use applicant tracking software/system to submit application for internal openings.
  - ii. Open job postings to internal and external candidates at the same time (giving a review period of internal apps first then external).

#### **5. Discussions to Determine Best Processes**

The City would like to have discussions with the Union on the following topics to brainstorm how best to structure processes/language in the CBA.

- a. Payroll – It is critical for the City to make adjustments necessary to improve payroll processing. While moving to a monthly payroll—without a draw—would decrease overall workload and financial impacts, the City would like to hear from members on whether monthly or bi-monthly is preferred. The City would also like to discuss moving overtime eligible employees from a salary to an hourly payroll basis. This would dramatically reduce the need for manual calculations and resulting payroll errors.
- b. Grievances – The City would like to co-create a grievance process that encourages collaboration and provides clarity for the Union and City on each step.

### **Direct Responses to Union’s PW Proposal**

Contract Term. The City requests a 4-year contract.

#### **1.1.b - TA Union Proposal**

1.4 – City needs to research

2.1 – Clarify when “paid time” applies and does not apply, and align language between PW & OT 2.1 to be consistent

3.1 - Hours of Work and Alternate Schedules - The types of work schedules have evolved in recent years, and the language no longer matches current practices or payroll system.

#### **City Proposal Package**

- a. Work week is amended to be Monday to Sunday
- b. Available work schedules are (subject to departmental needs):
  - i. Standard Schedule: 8-hr days, five days per week
  - ii. 4/10 Schedule: 10-hr days, four days per week
  - iii. Modified 9/80: 9-hr days, four days per week and 4-hr day once per week
- c. Standard hours of work will be based on operational need and whether 30- or 60-minute lunch is preferred meal period.
- d. Changing work schedules requires approval from the department director, as well as notice of at least 2 weeks before effective to allow payroll to inform that employee which week to begin the new schedule based on pay periods.
- e. Will review Union’s proposal re: remote work

3.6 – Removal of “pilot” language **(TA Union Proposal)**

3.6.1 – Hold on economics.

4.1 – Hold on economics.

4.1.1 – Will review further.

4.1.3– Hold on economics.

4.4.1 – Hold on economics; remove paragraph about WTPO

7.1 – Rename “floating holidays” as “additional leave” to be more inclusive. New employees hired before July 1 get the full 16 hours; new employees hired after July 1 but before October 1 get 8 hours. Time can be taken in increments.

8.1 - Update to separate Sick Leave from Vacation Leave to align with state laws that allow sick leave to be accumulated and used after 90 days of employment.

PW & OT 8.1.1 – Annual Leave language is different.

8.4 - Bereavement leave includes aunts & uncles and cousins within one generation; days beyond allowed can be given without City Administrator approval but require the use of their available comp time or AL and approval by employee’s supervisor/department head

9.2 & 9.3 to remove dental and vision insurance from NW Administrators and offer from AWC.

9.4 – remove as short-term disability was offered prior to PFML and creates confusion for employees. Most cities no longer offer short-term disability for this reason.

9.8 - update to swap Teamsters Pension Trust for the deferred compensation plan (DCP) offered through DRS, with a match from the City but amounts contributed by the employee at the employee’s discretion.

9.8.2 - Need to discuss further

9.10 Revise Paid Family Medical Leave (PFML) the employer/employee split to match state laws, which is what payroll systems are set up to comply with.

10.1 – Request further discussion around “Training” vs. “Tuition Reimbursement” vs. “Education Incentive”

10.3.2 – Further discussion needed.

10.4 – Further discussion needed.

10.10 - Higher Classification Pay. Application when employee is performing the full range of duties for one complete shift. This should also be done on a rotation basis to support growth opportunities for staff and overall succession planning.

Proposal

Update OT 10.2 & PW 10.10 accordingly.

13.1.4 - Agree in concept

Appendix A – Hold for Economics

PW & OT Appendix A5 - Promotion

## Direct Responses to Union's Office Technical Proposal

Contract Term. The City requests a 4-year contract.

### 1.1.b - TA Union Proposal

1.4 – City needs to research

2.1 – Clarify when “paid time” applies and does not apply, and align language between PW & OT 2.1 to be consistent

3.1 - Hours of Work and Alternate Schedules - The types of work schedules have evolved in recent years, and the language no longer matches current practices or payroll system.

#### City Proposal Package

- f. Work week is amended to be Monday to Sunday
- g. Available work schedules are (subject to departmental needs):
  - iv. Standard Schedule: 8-hr days, five days per week
  - v. 4/10 Schedule: 10-hr days, four days per week
  - vi. Modified 9/80: 9-hr days, four days per week and 4-hr day once per week
- h. Standard hours of work will be based on operational need and whether 30- or 60-minute lunch is preferred meal period.
- i. Changing work schedules requires approval from the department director, as well as notice of at least 2 weeks before effective to allow payroll to inform that employee which week to begin the new schedule based on pay periods.
- j. Will review Union's proposal re: remote work

4.1 – Hold on economics.

4.3 – Hold on economics.

4.6 – Strike entire section and subsections entirely

7.1 – Rename “floating holidays” as “additional leave” to be more inclusive. New employees hired before July 1 get the full 16 hours; new employees hired after July 1 but before October 1 get 8 hours. Time can be taken in increments.

8.1 - Update to separate Sick Leave from Vacation Leave to align with state laws that allow sick leave to be accumulated and used after 90 days of employment.

PW & OT 8.1.1 – Annual Leave language is different.

7.1 – Rename “floating holidays” as “additional leave” to be more inclusive. New employees hired before July 1 get the full 16 hours; new employees hired after July 1 but before October 1 get 8 hours. Time can be taken in increments.

8.1 - Update to separate Sick Leave from Vacation Leave to align with state laws that allow sick leave to be accumulated and used after 90 days of employment.

8.1.6 – Need to review further

8.4 - Bereavement leave includes aunts & uncles and cousins within one generation; days beyond allowed can be given without City Administrator approval but require the use of their available comp time or AL and approval by employee's supervisor/department head

9.2 & 9.3 to remove dental and vision insurance from NW Administrators and offer from AWC.

9.4 – remove as short-term disability was offered prior to PFML and creates confusion for employees. Most cities no longer offer short-term disability for this reason.

9.8 - update to swap Teamsters Pension Trust for the deferred compensation plan (DCP) offered through DRS, with a match from the City but amounts contributed by the employee at the employee's discretion.

9.8.2 - Need to discuss further

9.11 Revise Paid Family Medical Leave (PFML) the employer/employee split to match state laws, which is what payroll systems are set up to comply with.

10.3.3 – Further discussion needed.

10.7 – Further discussion needed.

10.10 - Higher Classification Pay. Application when employee is performing the full range of duties for one complete shift. This should also be done on a rotation basis to support growth opportunities for staff and overall succession planning.

Proposal

Update OT 10.2 & PW 10.10 accordingly.