



Agenda Item Report

Meeting Type: Utilities Commission

Meeting Date: Thursday February 27, 2025

Item Title: Elimination of Exempt Utilities Employees Compensation Time, and Addition of Flex Time for Exempt Utilities Employees

Submitted By: Jacob R. Holbert, Utilities Director

Detailed Description of Subject Matter:

Per letter drafted February 13th, 2025 and Policy to be Implemented on March 3, 2025 Exempt Utilities will no longer accumulate compensatory time when working over 40 hours per week. The time will be provided as flex time which is a 1 to 1 vs compensatory time which is 1.5 to 1.

List all Supporting Documentation Attached:

1. Exempt Utilities Employees Flex Time Memo
2. Exempt Utilities Employees Flex Time Policy

Action Requested of Council:

Discussion and Approval of policy changes.