


CHANGING WORK HOURS AND WORK PATTERNS



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ELECTRIC – CITY HALL

Over the 4 month period from the middle of August to the middle of December, we used 714 less KWHs in 2008 compared to 2007. This equates to approximately \$65 in savings.

Our City Hall is approximately
4,400 square feet.

GAS – CITY HALL

Over the 2 month period from the middle of October to the middle of December, we used 147 less Therms in 2008 compared to 2007. This equates to approximately \$140 in savings.



PROS

- Customer Service-Increased accessibility to City Hall
- Utility Savings
- Employee Savings
- Personal Appointments



CONS

- Customer Service-Decreased accessibility to City Hall
- Public Perception
- Mental Fatigue
- Child Care
- After Hour Activities

October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

With the Holiday falling on Monday, October 13, employees would have the option of:

Taking 2 hours of vacation and working 3 - 10 hour days on 10/14, 10/15, 10/16

Working a total of 32 hours during 10/14 - 10/16 (ex: 2 - 11 hour days and 1 - 10 hour day)

November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

For the Holiday on 11/11/08 - use same scenario as above.

For the Holidays falling on 11/27 - 11/28, employees would need to work 24 hours during the period 11/24 - 11/26. This would most likely have employees working 3 - 8 hour days while making sure someone is here to open at 7 a.m. and someone is here to close at 5:30 p.m.

Employees schedules would probably run 7:00 - 3:30 and 9:00 to 5:30.

December

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

4 hours of Holiday pay for Christmas Eve - office closes at noon (open 7 a.m. to 12 p.m.).

For the Holidays falling on 12/24 - 12/25, employees would need to work 28 hours during the period 12/22 - 12/24. This would most likely have employees working 2 - 10 hour days and 1 - 5 hour day and taking 3 hours of vacation.

For the Holiday on 01/01/09 - use same scenario as October holiday.



Starting out as a “Pilot Project” . . .

Allows the Community, Elected
Officials and Staff to “take chances”
safely



Creativity comes with a rush of new ideas

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Some citizens are now vocal about having City Hall open until 7:00 pm, or later, at least one evening a week.

We are still discussing this approach.

We Continue to Explore

Experimenting with different schedules for the various city departments:

- Public Works
- Streets
- Water Sewer
- Police Department



QUESTIONS ?