

Mary Azbill - COVID-19 Employee Update 2 - 3-17-2020

From: Steven Bergstresser
To: All_City
Date: 3/17/2020 4:32 PM
Subject: COVID-19 Employee Update 2 - 3-17-2020

Good afternoon.

Thank you for being so patient during these extraordinary circumstances. We are working day and night to determine the best next steps for you and our residents.

We are working to establish a contingency plan to keep our organization operable while providing the utmost protection for our employees. There are many pieces to put into place in a short period of time; however, I am taking pause today to assure you that the interests of our employees is always first consideration in the planning process.

Full-Time Employees

All full-time employees will continue to work their regular schedules. Your Department Director will determine from where you will be working, and there may be some outside tasks you are asked to complete to assist other departments. Payroll will be processed as usual, and your earnings will not be compromised.

Non Full-Time Employees

All non full-time employees—including regular part time, contractual and seasonal personnel—will work their scheduled hours through March 31. Before that date, we will determine what steps we will take through April; and, we will let you know the plan next week at the latest.

We are in this together, and I mean that. We will do everything in our power to continue to offer exceptional City services while keeping you healthy and happy.

Thank you.

Steve

Steve Bergstresser, P.E.

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Assistant City Manager / City Engineer

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