



FOR IMMEDIATE RELEASE

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MEDIA ADVISORY

DISTRICT TO CUT COSTS BY CLOSING ON FRIDAYS STARTING JANUARY 1, 2012

In an effort to “tighten our belts” and explore initiatives to reduce operating costs further, the YLWD Board of Directors has voted to close doors on Fridays while extending our hours of operation on Monday through Thursday. The new schedule will go into effect on January 1, 2012.

As a result, employees will now work a 4/10 schedule as opposed to the current flexible 9/80 schedule. Presently the District offices are open on Fridays with the workforce split between alternating Fridays.

In researching the logistics and potential benefits of this operational change, YLWD staff worked with the Finance Department at South Coast Water District (SCWD), an agency similar in size and employee number, who have been utilizing a 4/10 work schedule since late 2009. SCWD found they saved more than \$21,000 in fuel and overtime expenses on the 4/10 schedule compared to their operating costs for the prior year.

While YLWD anticipates costs in fuel and overtime to decrease with the new schedule, energy usage for heating and cooling District offices expects to be the most noticeable cost savings. Staff projects that closing one day per week will save approximately \$3,000 per month in energy costs. Over the course of the next six months, YLWD staff will be closely monitoring fuel, energy and overtime expenses for cost savings.

Additional considerations for changing our hours of operation include customer service availability and employee productivity. Staff conducted an informal survey of walk-in customers over the course of several weeks and asked whether they would have any concerns with the District being open only 4 days per week, and if so, what day of the week they would prefer the District close. Staff found customers had no issues with the District closing on Fridays. Several of those we surveyed asked only that we notify customers in advance, so those who do come to the District offices regularly to pay their bill, could alter their schedules according to the new operating hours.

Several studies, including those conducted at the State of Utah and the State of Hawaii 4-day work week pilot projects, found that productivity is actually INCREASED during a 4-day work week verses a 5-day work week.

District staff will maintain an on-call presence 24 hours a day, seven days a week, 365 days a year, to handle any sudden or unexpected issues or emergencies that may occur.

Starting January 1, 2012, the District offices will open its doors Monday – Thursday from 7:00 a.m. until 6:00 p.m. – an additional half hour at the beginning and end of the work day, making it easier for customers to drop in, call the District with questions or to handle billing concerns.

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