AN ORDINANCE of the City of Kent, Washington, establishing legal holidays for City employees and directing the City Administrator to establish procedures for scheduling "floating" holidays.

WHEREAS, the Legislature of the State of Washington has enacted Chapter 24, Laws of 1975-76, Second Extra Session, establishing legal holidays for State and local employees, and

WHEREAS, cities must adhere to and follow the State imposed legal holidays and provide the same holidays for City employees, NOW, THEREFORE

THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, TO HEREBY ORDAIN:

Section 1. The following are legal holidays:

Sunday
First day of January, commonly called New Years Day
Twelfth day of February, being the anniversary of the birth of Abraham Lincoln
The third Monday of February, being celebrated as the anniversary of the birth of George Washington.
The last Monday of May, commonly known as Memorial Day
The fourth day of July, being the anniversary of the Declaration of Independence
The first Monday in September, to be known as Labor Day
The eleventh day of November, to be known as Veterans Day
The fourth Thursday in November, to be known as Thanksgiving Day
The day immediately following Thanksgiving Day
The twenty-fifth day of December, commonly called Christmas Day

Section 2. Employees shall be entitled to one paid holiday per calendar year in addition to those specified in Section 1. Each employee may select the day in which the employee desires to take the additional holiday provided for herein after consultation with the Department Head pursuant to guidelines in the City of Kent Policies and Procedures Manual.
Section 3. The City Administrator is hereby authorized and directed to establish the guidelines for scheduling of the "floating" holiday provided for in Section 2 above so as to insure the orderly administration of City business. The guidelines shall be in writing and included in the policies and procedures manual for the City of Kent.

Section 4. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

ISABEL HOGAN, MAYOR

ATTEST:

MARIE JENSEN, CITY CLERK

APPROVED AS TO FORM:

DONALD E. MIRK, CITY ATTORNEY

PASSED the 16 day of August, 1976.
APPROVED the 17 day of August, 1976.
PUBLISHED the 19 day of August, 1976.

I hereby certify that this is a true copy of Ordinance No. 198, passed by the City Council of the City of Kent, Washington, and approved by the Mayor of the City of Kent as hereon indicated.

MARIE JENSEN, CITY CLERK (SEAL)