ORDINANCE NO. 8349

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, and repealing Ordinance 1985.

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

Section 1. The following are legal holidays:

   Sunday.

   The first day of January, commonly called New Years Day.

   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 two paid holidays per calendar year in addition to those specified in Section 1. Each employee may select one day which the employee desires to take as the additional holiday provided for herein after consultation with the department head pursuant to guidelines in the City of Kent Policies and Procedures Manual. The second paid holiday shall be scheduled at the discretion of the City Administrator.
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. Ordinance 1985 be and the same hereby is repealed in its entirety.

Section 5. 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 19th day of January, 1981.
APPROVED the 20th day of January, 1981.
PUBLISHED the 21st day of January, 1981.

I hereby certify that this is a true copy of Ordinance No. 2369, 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)