

# Ordinance No. 00235

[Council Meeting Minutes 00/06/19](#)

ORDINANCE NO. 235

AN ORDINANCE of the City Council of the City of Lakewood, Washington, providing for clarification of Sick Leave and Major Medical Leave established in Ordinance No. 95

WHEREAS, in connection with the incorporation of the City of Lakewood, and the commencement of municipal functions by the City of Lakewood, a number of employees have been hired by the City, pursuant to and following extensive recruitment programs designed to bring quality and capable employees to the City to perform functions for and on behalf of the City of Lakewood; and,

WHEREAS, in keeping with the need to provide for the hiring of capable employees and retaining such employees, it is appropriate that the City Council provide for certain employee benefits in consideration of those commonly found in the market place, as well as those that can be provided at a reasonable cost to the City; and,

WHEREAS, in developing employee benefit programs and options designed to meet the needs of the City and its employees, the City established through City of Lakewood Ordinance No. 95, an alternative to normal Sick Leave and Vacation benefits; Combination Leave and Major Medical Leave; and,

WHEREAS, in administering the and Sick Leave and Major Medical Leave components of the City of Lakewood employee benefits program, certain questions have surfaced that warrant clarification, in terms of what is intended and what is covered.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DO ORDAIN as Follows:

Section 1. That the Sick Leave and Major Medical Leave components of the City of Lakewood employee benefit programs, established by Ordinance No. 95, adopted October 7, 1996, are clarified as follows:

## Sick Leave - Standard Form

Full-time employees who select the "Vacation Leave - Standard Form and Sick Leave - Standard Form" option shall accrue Sick Leave at the rate of eight (8) hours for each month of employment including during the probationary period. Employees hired after the effective date of Ordinance No. 95 shall not be entitled to make the selection of this option. The City Manager or designee is authorized to administer the Sick Leave - Standard Form.

Upon retirement, an employee shall receive payment equal to twenty-five percent (25%) of such employee's then accrued and unused Sick Leave at the employee's last hourly rate of pay, provided however, that such payment shall not exceed eighty (80) hours of accrued sick leave.

It is provided that Sick Leave may be used for maternity leave, up to six (6) weeks for normal delivery, and up to eight (8) weeks for caesarian delivery.

It is further provided that, other than for maternity leave and as provided in RCW 49.12.270, not more than four (4) days of Sick Leave in any calendar year may be utilized for an employee to care for a member of the employee's immediate family, including paternity leave, provided that the requirements for use of such Sick Leave have been fully met.

## Major Medical Leave

Full-time regular employees who select the "Combined Leave - Major Medical Leave" option, and employees hired after the effective date of Ordinance No. 95 shall accrue Major Medical Leave at the rate of eight (8) days each year of employment including the probationary period of employment. The City Manager or designee is authorized to administer the Major Medical Leave.

Any Major Medical Leave which is unused shall be accumulated for succeeding years with no maximum accrual rate. Upon retirement, an employee shall receive payment equal to twenty-five percent (25%) of such employee's then accrued and unused Major Medical Leave at the employee's last hourly rate of pay, provided however, that such payment shall not exceed 80 hours of Major Medical Leave.

It is provided that Major Medical Leave may be used for maternity leave, up to six (6) weeks for normal delivery, and up to eight (8) weeks for caesarian delivery.

It is further provided that, other than for maternity leave and as provided in RCW 49.12.270, not more than four (4) days of Major Medical Leave in any calendar year may be utilized for an employee to care for a member of the employee's immediate family, including paternity leave, provided that the requirements for use of such Major Medical Leave have been fully met.

Section 2. That the provisions of this Ordinance supersede and replace all prior Ordinances providing for employee compensation and leave insofar as they may be inconsistent herewith.

Section 3. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

Section 4. That this Ordinance shall be in full force and effect five (5) days after publication of the Ordinance Summary.

ADOPTED by the City Council this 10th day of July, 2000.

CITY OF LAKEWOOD

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Bill Harrison, Mayor

Attest:

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Alice M. Bush, CMC/AE, City Clerk

Approved as to Form:

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Daniel B. Heid, City Attorney

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