

# Ordinance No. 00586

[CITY COUNCIL MEETING MINUTES JUNE 16, 2016](#)

## ORDINANCE NO. 586

AN ORDINANCE of the City Council of the City of Lakewood, Washington, creating Section 01.12.030 of the Lakewood Municipal Code relative to Holidays Based on Reasons of Faith or Conscience.

WHEREAS, the 2014 Washington Legislature passed Substitute Senate Bill 5173, which has been signed into law and became effective June 12, 2014 directing that employees of the state and its local subdivisions, including the City of Lakewood, shall be entitled to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization; and

WHEREAS this legislation requires local governments, by ordinance or resolution, to promulgate guidelines to implement this legislation.

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

Section 1: A new Section 01.12.030 LMC entitled "Holidays Based on Reasons of Faith or Conscience," is created to read as follows:

A. Employees are entitled to two (2) unpaid holidays per calendar year for a reason of faith or conscience, or for an organized activity conducted under the auspices of a religious denomination, church or religious organization. A partial day off will count as a full day towards the yearly allotment of two (2) days.

B. An employee's request for leave under this section shall be in writing to the supervisor and department director. The request should be submitted at least two weeks in advance, and shall include the following information: (1) the employee's name; (2) the dates for which leave is requested; (3) a sufficient description of reason for the leave to allow a determination that the leave is subject to this section; and (4) if the request is untimely, the reason why it was not possible to submit the request in a timely manner.

C. A leave request made under this section shall be approved unless the employee's absence would impose an undue hardship upon the City or the employee is necessary to maintain public safety.

Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 3. Effective Date. This ordinance shall take place thirty (30) days after its publication or publication of a summary of its intent and contents.

ADOPTED by the City Council this 16th day of June, 2014.

CITY OF LAKEWOOD

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Don Anderson, Mayor

Attest:

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Alice M. Bush, MMC, City Clerk

Approved as to Form:

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Heidi A. Wachter City Attorney

