

TOWN OF WOODWAY

ORDINANCE 2024-652

AN ORDINANCE OF THE TOWN OF WOODWAY AMENDING WOODWAY MUNICIPAL CODE (WMC) CHAPTER 2.16: COMPENSATION OF OFFICERS AND EMPLOYEES; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND AUTHORIZING SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the Town of Woodway employs part-time staff to fill various positions; and

WHEREAS, the Town Council recognizes that, while some of the part-time staff participate in job-related training and professional development through another employer, for those who do not, it is in the Town's best interest to keep their skills and knowledge current, making sure that they are aware of new laws and regulations that will have an impact on their work and on Town operations.; and

WHEREAS, to ensure that the regular work of part-time employees can still be completed, the Town Council would like to authorize up to 40 hours of additional compensation per calendar year to allow employees to participate in job-related training and professional development;

NOW, THEREFORE, the Town Council of the Town of Woodway does hereby ordain as follows:

Section 1. WMC Chapter 2.16 is hereby amended as stated in Exhibit A

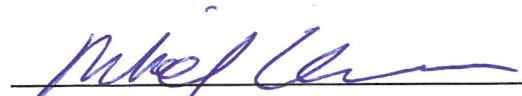
Section 2. The Town's Personnel Policies & Procedures Manual is also amended to include the additional language in WMC 2.16.005 (C) as stated in Exhibit A. The procedures for implementing this policy will be determined by the Town Administrator.

Section 3. If any part or portion of this Ordinance is declared invalid for any such reason, such declaration of invalidity shall not affect any remaining portion.


Section 4. This Ordinance shall take effect 5 days after date of publication by ordinance title only.

PASSED this 5th day of February 2024 by the Town Council of the Town of Woodway.

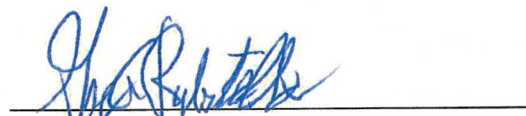
TOWN OF WOODWAY


Michael S. Quinn, Mayor

ATTEST:


Heidi K. S. Napolitano, Clerk-Treasurer

APPROVED AS TO FORM:


Greg Rubstello, Town Attorney

Date Passed by the Town Council: 5 February 2024
Date Published: 8 February 2024
Effective Date: 13 February 2024

TOWN OF WOODWAY

ORDINANCE 2024-652 | EXHIBIT A

WMC CHAPTER 2.16: COMPENSATION OF OFFICERS AND EMPLOYEES

Sections:

2.16.005 Compensation.

2.16.010 Schedule.

2.16.020 Waiver.

2.16.005 COMPENSATION. ~~2.16.010 SCHEDULE.~~

- A. Compensation for certain officers and employees of the Town shall be paid, as determined by the Mayor, within the ranges provided below.
- B. Retention bonuses pursuant to the Town's adopted retention policy are excluded from the ~~range limitations~~ compensation schedule provided below.
- C. Part-time employees are eligible to be paid for up to 40 hours for job-related training or professional development per calendar year in addition to their regular compensation. Additional paid hours under this subsection will be paid at either the employee's hourly rate as listed below or at an hourly rate computed from the monthly salary listed below.

2.16.010 SCHEDULE.

- A. Clerk-Treasurer, a rate not to exceed ten thousand dollars per month.
- B. Public Works Director, a rate not to exceed ten thousand dollars per month.
- C. Deputy Clerk-Treasurer/Permit Technician, a rate not to exceed seven thousand five hundred dollars per month.
- D. Public Works Crew Lead, a rate not to exceed seven thousand five hundred dollars per month.
- E. Public Works Crew Member, a rate not to exceed six thousand five hundred dollars per month.
- F. Building Official, a rate not to exceed three thousand dollars per month.
- G. Building Inspector, a rate not to exceed three thousand dollars per month.
- H. Police Chief, a base salary not to exceed six hundred dollars per month for administrative responsibilities, plus a rate not to exceed seventy dollars per hour.
- I. Deputy Police Chief, a base salary not to exceed three hundred dollars per month for administrative responsibilities, plus a rate not to exceed seventy dollars per hour.
- J. Police Officer, a rate not to exceed seventy dollars per hour.
- K. Administrative Staff Member, Temporary Staff Member, and/or Part-Time Staff or Public Works Member, a range of sixteen dollars and twenty-eight cents to fifty dollars per hour.

2.16.020 WAIVER.

- A. Any employee or official of the Town, who is authorized by the Council to receive compensation for work or services done on behalf of the Town, shall have the right to waive receipt of all or any portion of that compensation.
- B. The waiver shall expire at the end of the fiscal year in which it is made, or upon its withdrawal by the employee or official. In no case will the employee or official be retroactively compensated for services performed during the time the waiver is in force.