

## ORDINANCE NO. 2021-

**AN ORDINANCE** amending the City of Yakima Municipal Code Chapter 1.09 Office Hours

**WHEREAS**, the City of Yakima wants to ensure that the hours of operation are consistent with both the needs of the public and the needs of the City; and

**WHEREAS**, employees working at public-facing counters need time to both open the counter and also close the counter during their work day; and

**WHEREAS**, to accommodate the staff time necessary to properly open and close public-facing counters, as well as keep the official hours of operation the same, in number of hours the public can utilize in-person services at the City, the official office hours of the City should be shifted; and

**WHEREAS**, the City Council of the City of Yakima finds that it is in the best interest of the City of Yakima and its residents to shift the office hours of the City from 9:00am—5:00pm to 8:30am—4:30pm; now, therefore,

### **BE IT ORDAINED BY THE CITY OF YAKIMA:**

**Section 1.** Chapter 1.09 Office Hours of the City of Yakima Municipal Code is hereby amended to read as follows:

#### **Chapter 1.09 OFFICE HOURS**

##### **Sections:**

- 1.09.010 Office hours—Generally.
- 1.09.020 Office hours—Saturday.
- 1.09.030 Office hours—Police and fire departments.

##### **1.09.010 Office hours—Generally.**

All elective and appointive offices of the city of Yakima, except the offices of the police department and fire department, shall on all business days be opened from at least 8:30 a.m. until 4:30 p.m.; provided, however, that all of such offices, other than the city clerk, the office of finance and budget and customer service, may close from twelve noon until one p.m. on such business days. (Ord. 93-41 § 1, 1993; Ord. B-1253 § 1, 1951).

##### **1.09.020 Office hours—Saturday.**

All city offices of the city of Yakima, except the police and fire departments, shall be closed on Saturdays and no officers or employees of the city, except in said two departments, and except in the event of special emergency shall be required to work on Saturdays.

This section is adopted pursuant to RCW 35.21.175 vesting in the city council the authority to prescribe by ordinance the hours during which all city offices shall be kept open for the transaction of business. (Ord. B-1510 §§ 1, 2, 1953).

##### **1.09.030 Office hours—Police and fire departments.**

The office of the police department and fire department shall remain open continuously.  
(Ord. B-1253 § 2, 1951).

**Section 2.** This ordinance shall be in full force and effect 30 days after its passage, approval, and publication as provided by law and by the City Charter.

**PASSED BY THE CITY COUNCIL**, signed and approved this 6<sup>th</sup> day of July, 2021.

ATTEST:

\_\_\_\_\_  
Patricia Byers, Mayor

\_\_\_\_\_  
Sonya Claar Tee, City Clerk

Publication Date:\_\_\_\_\_

Effective Date:\_\_\_\_\_