

RESOLUTION NO. 1309

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DAYTON,  
WASHINGTON, AUTHORIZING CODE ENFORCEMENT OFFICER AND  
ADMINISTRATIVE ASSISTANT POSITIONS AS EMPLOYEE FULL-TIME NON-  
EXEMPT POSITIONS**

**WHEREAS**, the City Council authorized a contract to provide code enforcement services to Columbia County on February 27, 2017; and,

**WHEREAS**, this contract increased the number of hours worked by the Code Enforcement Officer from 32-hours to 40-hours per week; and,

**WHEREAS**, it has become necessary to increase the number of hours worked per week by the Administrative Assistant position from 32-hours to 40-hours; and,

**WHEREAS**, an increase in hours constitutes the positions as regular full-time with a non-exempt status as prescribed in the Dayton Personnel Policies amended by Resolution No. 1278, dated March 14, 2016; and,

**WHEREAS**, any revisions that alter the hours of employment for an employee shall be authorized by the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DAYTON, WASHINGTON, HEREBY RESOLVES as follows:**


Section 1. That the Code Enforcement Officer Position is designated as a regular, full-time position with non-exempt status.

Section 2. That the Administrative Assistant Position is designated as a regular, full-time position with non-exempt status.

Section 3. That this resolution shall take effect and be in full force upon passage and signatures hereon.

Dated and Signed this 22<sup>nd</sup> day of May, 2017.

CITY OF DAYTON



CRAIG GEORGE, MAYOR

ATTEST:



Trina Cole, City Clerk

APPROVED AS TO FORM:

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Quinn N. Plant, City Attorney