**ORDINANCE NO. 735**

**AN ORDINANCE OF THE TOWN OF ODESSA, LINCOLN COUNTY,**

**WASHINGTON, ADOPTING A SET SALARY SCHEDULE ORDINANCE**

**FOR ALL PAID, NON-REPRESENTED TOWN EMPLOYEES**

**WHEREAS, the purpose of this ordinance is to establish a fair and transparent salary schedule for all employees of the Town of Odessa, ensuring** equitable compensation based on job responsibilities, experience, and qualifications, and

**WHEREAS,** definitions meaning "Employee": any individual employed by the Town of Odessa, whether on a full-time, part-time, or temporary basis. "Salary Schedule": meaning a predetermined scale or table outlining the salaries or wage rates for various positions within the town's employment structure, and

**WHEREAS,** the Exhibit A Salary Schedule will be reviewed yearly and updated periodically as deemed necessary by the Town of Odessa Council. The salary schedule will be included yearly into the town’s adopted budget for the next calendar year, and

**WHEREAS,** the salary for each position is determined based on factors including but not limited to job duties, required qualifications, and budgetary constraints, and

**WHEREAS,** the salary schedule shall be made publicly available and accessible to all general public and employees of the Town of Odessa through appropriate means, such as posting on the town's website, the employee information board, at any such time that salary scale is requested, and

**WHEREAS,** the Town Council reserves the right to make adjustments or revisions to the salary schedule as needed, subject to budgetary approval and in accordance with applicable laws and regulations, and

**WHEREAS,** all town departments shall adhere to the salary schedule outlined in this ordinance when determining the compensation of their employees, now therefore,

THE TOWN COUNCIL OF THE TOWN OF ODESSA, LINCOLN COUNTY, WASHINGTON, ORDAINS AS FOLLOWS:

**Section 1.** This Ordinance shall include the Town of Odessa 2024 Salary Schedule as shown in the attachments as Exhibit A.

**Section 2.** This ordinance shall be in full force and effective immediately upon approval by the Town Council and publication in accordance with applicable laws and shall remain in force until amended or repealed by subsequent ordinance.

Passed by a majority of the Town Council on the 8th day of April 2024.

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**William F. Crossley, Mayor**

**Attest:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Meri Jane Bohn, Clerk Treasurer**

**APPROVED AS TO FORM:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mark DeWulf, Town Attorney**

**Published: April 18, 2024**

**Posted: April 9, 2024**

**Effective Date: April 2024 Payroll**