

**ORDINANCE NO.** 7878-23

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 2, ADMINISTRATION, OF THE CODE OF THE CITY OF NEWPORT NEWS, VIRGINIA, ARTICLE IV, EMPLOYEE BENEFITS, DIVISION 1, GENERALLY; SECTION 2-94, HOLIDAYS.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Newport News, Virginia:

That Chapter 2, Administration, of the Code of the City of Newport News, Virginia, Article IV, Division 1, Generally; Section 2-94, Holidays, be, and the same hereby is, amended and reordained as follows:

**Sec. 2-94. Holidays.**

- (a) All regular full time employees are eligible for paid holidays.
- (b) The following days shall be designated as "holiday" and shall be so observed in the city:
  - (1) First day of January (New Year's Day).
  - (2) Third Monday in January (Dr. Martin Luther King, Jr.'s Birthday).
  - (3) Third Monday in February (George Washington's Birthday).
  - (4) Last Monday in May (Memorial Day).
  - (5) Nineteenth of June (Juneteenth).
  - (6) Fourth day of July (Independence Day).
  - (7) First Monday in September (Labor Day).
  - (8) Eleventh day of November (Veteran's Day).
  - (9) Fourth Thursday in November (Thanksgiving Day) and the Friday next following such day.
  - (10) One half day (four (4) hours) on the twenty fourth day of December (Christmas Eve).
  - (11) Twenty fifth day of December (Christmas Day).

(c) The city recognizes eight (8) working hours for each full day holiday and four (4) working hours for Christmas Eve when Christmas Eve is recognized as a holiday.

(d) Whenever any of such days, except Christmas Eve, shall fall on Sunday, the Monday next following such day shall be observed as a holiday, and whenever any of such days, except Christmas Eve, shall fall on Saturday, the Friday preceding such day shall be observed as a holiday.

(e) Employees who are eligible for paid holidays and whose work schedules regularly require holiday work shall be granted compensatory time off equivalent to the recognized number of holiday hours. Pay at the regular rate of pay of the employee may be granted at the discretion of the department head in lieu of compensatory time off under this subsection.

(f) Nothing in this section shall be deemed to prohibit the City Manager from closing city offices due to emergency or in observance of an occasion, nor shall this section be deemed to prohibit the granting of discretionary time off to individual employees, where warranted.

PASSED BY THE COUNCIL OF THE CITY OF NEWPORT NEWS ON FEBRUARY 28, 2023

Mabel Washington Jenkins, MMC  
City Clerk

Phillip D. Jones  
Mayor

A true copy, teste:

City Clerk