

ORDINANCE NO. 2026-O-02

AN ORDINANCE AMENDING THE CITY OF LAREDO'S CODE OF ORDINANCES CHAPTER 2, ARTICLE II, DIVISION 6, "PAY ADMINISTRATION" OF THE CODE OF ORDINANCES, SPECIFICALLY SECTION 2-87.8-OVERTIME AND SECTION 2-87.9-COMPENSATORY TIME TO ALIGN WITH THE COMPRESSED WORKWEEK POLICY; PROVIDING FOR A CUMULATIVE CLAUSE; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Laredo is a municipal corporation organized under the Constitution and the laws of the State of Texas and exercises the powers granted by the City's Charter and the provisions of Article XI, Section 5 of the Texas Constitution; and

WHEREAS, the City has adopted Policy 2025-007, the Compressed Workweek Policy, clarifying for Overtime and Compensatory Time to be administered in compliance with the Fair Labor Standards Act (FLSA), the Texas Labor Code, and City of Laredo policies.

WHEREAS, certain provisions of Division 6. Pay Administration required amendment to ensure consistency with the City's Compressed Workweek Policy, including clarifications on Overtime and Compensatory Time accrual and usage; and

WHEREAS, the City Council finds that the amendments will promote fairness, compliance with applicable labor laws, and consistency in personnel administration.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS THAT:

Section 1. Chapter 2, Article II, Division 6 (Pay Administration) Section 2-87.8 Overtime and Section 2-87.9 Compensatory Time are hereby amended as follows:

Sec. 2-87.8. Overtime.

- (a) Only that work specifically required by the department director may be compensated at overtime rates.
- (b) ~~Overtime rates are time and one-half for each hour worked over forty (40) hours in one (1) workweek.~~ Overtime is paid at one and one-half times (1 ½) the employee's regular hourly rate for all hours worked over 40 in a defined workweek.
- (c) Overtime worked during a holiday will be compensated at double time.
- (d) Requests for overtime must be submitted in advance with complete justification for the requirement, except in cases of emergency. In cases of emergency, when it is not known in advance that the overtime work will be required, the department director will be informed, the

following workday, as to the conditions that caused the emergency and the reasons for the overtime.

- (e) Department heads must forecast their need for overtime at the time annual budgets are prepared.
- (f) The City of Laredo defaults to compensatory time and the department director may choose to pay overtime as deemed necessary, subject to budget availability.

Sec. 2-87.9. Compensatory time.

- (a) Only that work specifically required by the department director may be worked as compensatory time.
- (b) Compensatory time is accrued at one and one-half (1 ½) hours for each overtime hour worked, in compliance with FLSA regulations.
- (~~b-c~~) Compensatory time must be requested in advance in writing with full justification for its need. In cases of emergency, the department director will be informed, the following workday, as to the conditions that caused the emergency and the reasons for the compensatory time.
- (~~c-d~~) The time worked as compensatory time must be taken off within the next four (4) pay periods.
- (~~d-e~~) ~~Time off for~~ Compensatory time used shall be ~~is one~~ (1) hour for each hour of compensatory time worked.

Section 2. This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 4. The City Secretary of the City of Laredo is hereby directed to publish the proposed Ordinance as required by Section 2.09 of the Charter of the City of Laredo.

Section 5. This Ordinance shall become effective immediately upon passage.

**PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS
THE ____ DAY OF _____, 2025.**

**DR. VICTOR TREVIÑO
MAYOR**

ATTEST:

**MARIO I. MALDONADO, JR.
CITY SECRETARY**

APPPROVED AS TO FORM:

**DOANH “ZONE” T. NGUYEN
CITY ATTORNEY**