

ORDINANCE NO. 1963

AN ORDINANCE OF THE CITY OF REDMOND,
WASHINGTON, ADOPTING A NEW SALARY
STRUCTURE FOR NON-UNION AND EXECUTIVE
EMPLOYEES.

WHEREAS, the City of Redmond undertook in 1995 a comprehensive study of employee compensation; and,

WHEREAS, the study included an extensive survey of pay practices in the local labor market and a complete redesign of the job classification system; and,

WHEREAS, the study was supervised by a steering committee that included representatives from management, two bargaining units, and the City Council; and,

WHEREAS, the study recommendations are now ready for implementation; now, therefore,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON,
DO ORDAIN AS FOLLOWS:

Section 1. The Job Family Classification Index covering non-union and executive employees set forth in Exhibit "A" attached hereto and incorporated by this reference as if set forth in full, is hereby adopted, replacing and superceding the classification structure contained in Pay Plans "E"- Executive and "N"-Non-union, adopted by Ordinance No.1931.

Section 2. (A) The 1997 Salary Structure covering non-union and executive employees set forth in Exhibit "B" attached hereto and incorporated by this reference as if set forth in full, is hereby adopted, replacing and superceding the

previously adopted 1997 salary structures contained in Pay Plans "E"- Executive and "N"-Non-union, adopted by Ordinance No.1931.

(B) Pay grade 26 shall be reserved for executive employees and governed by the following rules, in addition to such other rules adopted by ordinance, resolution, or personnel manual when not in conflict with the following:

- (1) Executive employees shall at no time be granted a salary that would have the effect of paying the executive employee a rate in excess of the market rate for his or her individual position. At no time shall an executive employee be paid more than the top of Grade 26, regardless of market rate for the position. The market rate for each position shall be determined by periodically conducting a benchmark salary survey as called for in the Implementation and Administrative Guidelines adopted by the accompanying resolution.
- (2) For executive positions whose market rate is less than the top of pay grade 26 the following salary maximums shall apply:

Police Chief	\$ 7,668
Fire Chief	\$ 7,615
Planning Director	\$ 7,587
Parks & Recreation Director	\$ 7,685
Human Resources Director	\$ 7,384

All executive positions not specified above shall be eligible to receive salary increases up to and including the maximum of Pay Grade 26.

- (3) In the absence of a current benchmark salary survey, the market rates specified in Section 2(B)(2), above, may be adjusted uniformly by such across the board adjustment granted other non-union employees.
- (4) The City Council on an annual basis shall review and approve the total dollars available for executive and non-union employee salaries. The Council will consider the City's ability to pay and the economic conditions of the City during the deliberation process. At this time the Council may increase or decrease the total amount of dollars with the differences being allocated back to the subject pay plans. On the biennial budget years the Council will review and approve the subject data prior to formal budget deliberations. On the off budget years the Council will review and approve the subject data prior to implementation.

- (5) The City Council on an annual basis shall review and approve the market based structure adjustment for executive and non-union employees salaries. The Council will consider the City's ability to pay and the economic conditions of the City during the deliberation process. At this time the Council may accept, reject, or modify the market based structure adjustment. On the biennial budget years the council will review and approve the adjustment prior to formal budget deliberations. On the off budget years the Council will review and approve the subject data prior to implementation.

Section 3. The changes called for in Section 1 and Section 2 shall be effective January 1, 1998.

Section 4. This ordinance, being an administrative action, is not subject to referendum and shall take effect five days after its publication, or publication of a summary thereof, in the City's official newspaper.

CITY OF REDMOND



MAYOR ROSEMARIE IVES

ATTEST/AUTHENTICATED:


CITY CLERK, BONNIE MATTSON

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

By: 

FILED WITH THE CITY CLERK:	December 26, 1997
PASSED BY THE CITY COUNCIL:	January 6, 1998
SIGNED BY THE MAYOR:	January 15, 1998
PUBLISHED:	January 10, 1998
EFFECTIVE DATE:	January 15, 1998
ORDINANCE NO. <u>1963</u>	

JOB FAMILY PAY GRADE INDEX

NON-UNION AND EXECUTIVE EMPLOYEES

MANAGEMENT SERIES	
	Grade
MANAGER V	25
MANAGER IV	24
MANAGER III	23
MANAGER II	22
MANAGER I	21
SUPERVISOR III	20
SUPERVISOR II	19
SUPERVISOR I	18
* SUPERVISOR	17

EXECUTIVE CLASSIFICATION	
	Grade
DIRECTOR	26

ADMINISTRATIVE SERIES	
	Grade
* ADMIN ASSIST IV	16
* ADMIN ASSIST III	14
* ADMIN ASSIST II	12
* ADMIN ASSIST I	10
* OFFICE TECH II	9
* OFFICE TECH I	8

ANALYST SERIES	
	Grade
ANALYST III	19
ANALYST II	17
ANALYST I	16

INFORMATION SYSTEMS SERIES	
	Grade
IS CONSULTANT V	21

NON JOB FAMILY CLASSIFICATION	
	Grade
DEPUTY PROSECUTING ATTORNEY	19
EMERG PREPARD COORDINATOR	19
* FIRE MECHANIC	18
* ASSISTANT FIRE MECHANIC	14
* HUMAN RESOURCES TECHNICIAN	13

* Non-exempt employees receive overtime.

1997 Salary Structure

Non-Union and Executive Employees

EFFECTIVE: January 1, 1998

Grade	Minimum	Midpoint	Maximum
26	5,000	6,500	8,000
25	4,836	5,803	6,964
24	4,541	5,449	6,539
23	4,264	5,116	6,140
22	4,003	4,804	5,765
21	3,759	4,511	5,413
20	3,622	4,255	5,000
19	3,417	4,015	4,717
18	3,309	3,805	4,376
17	3,136	3,607	4,148
16	2,973	3,419	3,932
15	2,818	3,241	3,727
14	2,671	3,072	3,532
13	2,532	2,912	3,348
12	2,465	2,773	3,120
11	2,347	2,641	2,971
10	2,236	2,515	2,830
9	2,129	2,395	2,695
8	2,028	2,281	2,566
7	1,931	2,173	2,444
6	1,839	2,069	2,328
5	1,752	1,971	2,217
4	1,668	1,877	2,111
3	1,589	1,787	2,011