

ORIGINAL

Personnel Administration  
Manual, 1982 Salary  
Revisions Pay Plan A-1  
and B-1, and Index of  
Position Titles

ORDINANCE NO. 1056

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON,  
AMENDING THE PERSONNEL ADMINISTRATION MANUAL,  
1974 EDITION, APPENDIX IV, BY REMOVING CERTAIN  
JOB TITLES FOR SALARY PLANS A & B; ADDING NEW  
SALARY PLANS A-1 AND B-1; ADDING NEW INDEXES OF  
JOB TITLES FOR SALARY PLANS A-1 & B-1; AND  
ESTABLISHING AN EFFECTIVE DATE.

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

Section 1. The Personnel Administration Manual, 1974 Edition, Appendix IV-1, is hereby amended by revising the Index of Position Titles by Salary Grade for Salary Plan A as set forth in Exhibit A, attached hereto and incorporated herein by this reference as if set forth in full.

Section 2. The Personnel Administration Manual, 1974 Edition, Appendix IV-4, is hereby amended by revising the Index of Job Titles by Pay Grade for Salary Plan B as set forth in Exhibit B, attached hereto and incorporated by this reference as if set forth in full.

Section 3. The Personnel Administration Manual, 1974 Edition, is hereby amended by adding new appendix IV-3, Index of Position Titles by Salary Grade for Salary Plan A-1, as set forth in Exhibit C, attached hereto and incorporated herein by this reference as if set forth in full.

Section 4. The Personnel Administration Manual, 1974 Edition, is hereby amended by adding new Appendix IV-3A, Salary Plan A-1, as set forth in Exhibit D, attached hereto and incorporated herein by this reference as if set forth in full.

Section 5. The Personnel Administration Manual, 1974 Edition, is hereby amended by adding new Appendix IV-5A, Index of Job Titles by Pay Grade for Wage Plan B-1, as set forth in Exhibit E, attached hereto and incorporated herein by this reference as if set forth in full.

Section 6. The Personnel Administration Manual, 1974 Edition, is hereby amended by adding new Appendix IV-5B, Salary Plan B-1, as set forth in Exhibit F, attached hereto and incorporated herein by this reference as if set forth in full.

Section 7. The effective date of the amendments to the Personnel Administration Manual, 1974 Edition, set forth in this Ordinance shall be as of March 1, 1982, and the Treasurer/Comptroller is hereby instructed to make payments to affected personnel in accordance with this directive. This Ordinance shall be in full force and effective five (5) days after passage and publication by posting as provided by law.

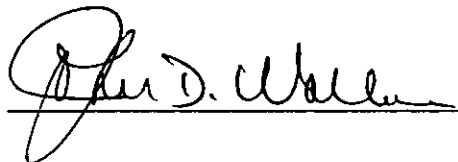
CITY OF REDMOND

  
MAYOR, CHRISTINE T. HIMES

ATTEST/AUTHENTICATED:

  
CITY CLERK, PAUL F. KUSAKABE

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY 

FILED WITH THE CITY CLERK: MAY 18, 1982  
PASSED BY THE CITY COUNCIL: May 18, 1982  
SIGNED BY THE MAYOR: May 18, 1982  
POSTED: May 20, 1982  
EFFECTIVE DATE: March 1, 1982

App. IV-1

CITY OF REDMOND

INDEX OF POSITION TITLES BY SALARY GRADE

SALARY PLAN A

- - - - "Exempt" - - - -

(Shops Bargaining Unit)

Salary Grade 40

Salary Grade 41

Salary Grade 42

Purchasing Agent-Storekeeper Supervisor

Salary Grade 43

Supervisor-Park Operations

Salary Grade 44

Salary Grade 45

Salary Grade 46

Note: All the above positions are excluded ("exempt") from minimum wage and overtime pay provisions of the Washington State Wage Act.

## App. IV-4

## CITY OF REDMOND

INDEX OF JOB TITLES BY PAY GRADE

- - - - "Non-Exempt" - - - -

WAGE PLAN B

(Shops Bargaining Unit)

Pay Grade 1Pay Grade 2

Maintenance Aide-Litter Control

Pay Grade 3Equipment Mechanic Apprentice  
Street Maintenance Aide  
Water/Sewer Maintenance AidePay Grade 4

Building Custodian

Pay Grade 5Equipment Mechanic Trainee  
Maintenance Person-Building  
& Grounds Trainee  
Service Person-Streets Trainee  
Service Person-Water/Sewer  
Trainee  
Maintenance Aide-ParksPay Grade 6Pay Grade 7Equipment Mechanic Aide  
Maintenance Technician I  
Service Person I-Buildings  
& Grounds  
Service Person I-Streets  
Service Person I-Water/SewerPay Grade 8

Storekeeper I

Pay Grade 9Equipment Mechanic I  
Maintenance Technician II  
# Service Person II-Streets  
# Service Person II-Water/Sewer  
Service Person II-Buildings  
& GroundsPay Grade 10

Storekeeper II

Pay Grade 11Equipment Mechanic II  
Maintenance Technician Sr.  
# Service Person III-Streets  
# Service Person III-Water/Sewer  
Traffic Light Technician IPay Grade 12Purchasing Agent-Storekeeper  
# Service Person Sr. - Streets  
# Service Person Sr. - Water/Sewer  
Small Engine Mechanic/Sign Tech.Pay Grade 13# Equipment Mechanic Sr.  
Traffic Light Technician II

Note: All the above positions are included ("non-exempt") under provisions of the Washington State Wage Act as amended.

# Benchmark Job

Exhibit B

App. IV-3

CITY OF REDMOND  
INDEX OF POSITION TITLES BY SALARY GRADE  
SALARY PLAN A-1

- - - - "Exempt" - - - -

\_\_\_ (City Hall Bargaining Unit) \_\_\_

Salary Grade 40

Salary Grade 41

Salary Grade 42

Salary Grade 43

Planner  
Park Planner  
Construction Engineer

Salary Grade 44

Civil Engineer

Salary Grade 45

Planner-Senior

Salary Grade 46

Note: All the above positions are excluded ("exempt") from minimum wage and overtime pay provisions of the Washington State Wage Act.

## App. IV-3A

## CITY OF REDMOND

## SALARY PLAN A-1

## MANAGEMENT, PROFESSIONAL, ADMINISTRATIVE

(Exempt Salary Structure)

(City Hall Bargaining Unit)

<u>SALARY GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>MIN. TO MAX. RANGE</u>
40	\$ 1,766	\$ 2,132	\$ 366
41	1,849	2,233	384
42	1,941	2,342	401
43	2,032	2,454	422
44	2,132	2,576	444
45	2,233	2,700	467

App. IV-5A

CITY OF REDMOND

INDEX OF JOB TITLES BY PAY GRADE

- - - - "Non-Exempt" - - - -

WAGE PLAN B-1

(City Hall Bargaining Unit)

Pay Grade 1

Pay Grade 2

# Office Assistant I

Pay Grade 3

Receptionist

Pay Grade 4

# Key punch Operator  
# Office Assistant II

Pay Grade 5

Pay Grade 6

# Accounting Clerk I  
Key punch-Computer Operator  
# Office Assistant III

Pay Grade 7

Computer Operator

Pay Grade 8

# Accounting Clerk II  
# Department Secretary  
Programmer I  
Permit Coordinator

Pay Grade 9

\*\* Sports & Fitness Specialist  
\*\*\* Outdoor Recreation Specialist

Pay Grade 10

Accounting Clerk-Programmer  
Accounting Clerk Sr.  
Programmer II

Pay Grade 11

# Building Inspector  
# Engineering Aide  
Planning Aide  
Recreation Specialist

Pay Grade 12

Programmer-Engineering Aide  
Programmer Sr.

Pay Grade 13

Associate Planner  
# Building Inspector Sr.  
# Construction Inspector  
Engineering Aide Sr.

Note: All the above positions are included ("non-exempt") under provisions of the Washington State Wage Act as amended.

# Benchmark Job

## App. IV-5B

## CITY OF REDMOND

## SALARY PLAN B-1

## OFFICE, TECHNICAL, MANUAL SKILLS

(Non-Exempt)

(City Hall Bargaining Unit)

PAY GRADE	P R O F I C I E N C Y   L E V E L S				
	A	B	C	D	E
1	\$ 985	\$ 1,010	\$ 1,038	\$ 1,066	\$ 1,096
2	1,038	1,066	1,096	1,127	1,159
3	1,096	1,127	1,159	1,190	1,222
4	1,159	1,190	1,222	1,257	1,293
5	1,222	1,257	1,293	1,329	1,366
6	1,293	1,329	1,366	1,405	1,444
7	1,366	1,405	1,444	1,485	1,527
8	1,444	1,485	1,527	1,570	1,613
9	1,527	1,570	1,613	1,659	1,707
10	1,613	1,659	1,707	1,754	1,803
11	1,707	1,754	1,803	1,855	1,908
12	1,803	1,855	1,908	1,962	2,019
13	1,908	1,962	2,019	2,079	2,139
14	2,019	2,079	2,139	2,201	2,263