

CITY OF REDMOND, WASHINGTON

ORDINANCE NO. 675

AN ORDINANCE, relating to salaries and wages; and adopting supplements to the Wage and Classification Plan contained in the Personnel Administration Manual, 1974 Edition.

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

Section 1. Supplements to Wage and Classification Plan adopted. The following supplements to the Wage and Classification Plan contained in the Personnel Administration Manual, 1974 Edition, are hereby adopted and made a part of the Personnel Administration Manual, 1974 Edition. These supplements shall be inserted in the three copies of the Personnel Administration Manual, 1974 Edition, kept on file in the office of the City Clerk and shall replace and rescind the pages now contained in the manual to which the supplements pertain.

Section V, pages 7-9 inclusive, City of Redmond Administrative Procedure -- Police Department

Appendix IV, page 3, City of Redmond Salary Plan A (Management, Professional, Administrative -- Exempt Salary Structure)

Appendix IV, page 6, City of Redmond Index of Jobs by Pay Grade (Police Department)

Appendix IV, page 7, City of Redmond Pay Plan C (Police Department -- Non-exempt)

Appendix IV, page 9, City of Redmond Pay Plan D (Office and Technical - Fire Department - Non-exempt)

A copy of the appendix supplements referred to above are attached hereto and by reference made a part hereof.

Provided, that the Wage and Classification Plans adopted by Ordinance No. 672 shall continue in effect and shall govern the pay of employees of any collective bargaining unit which has not accepted the supplements referred to above.

Section 2. Medical coverage. As a part of its compensation plan, the City shall pay the entire cost of the premiums for medical and health insurance, including coverage for dependants, for all City employees who are not a part of a duly certified collective bargaining unit, effective not later than April 1, 1975.

Section 3. Effective date. This ordinance shall take effect and be in force five (5) days after its publication in the manner provided by law. The salaries and wages provided in the supplements to the Wage and Classification Plan referred to in Section 1 shall take effect and be in force from and after January 1, 1975.

*EJA* PASSED by the Council of the City of Redmond, Washington, at a ~~regular~~ <sup>special</sup> meeting thereof, and APPROVED by the Mayor this 16 day of January, 1975.

CITY OF REDMOND

*Selwyn L. Young*  
SELWYN L. YOUNG  
MAYOR

ATTEST:

*Eleanor J. Hayden*  
ELEANOR J. HAYDEN  
CITY CLERK

APPROVED AS TO FORM:

*John D. Lawson*  
JOHN D. LAWSON  
CITY ATTORNEY

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## CITY OF REDMOND

## ADMINISTRATIVE PROCEDURE - POLICE DEPARTMENT

The following shall be the normal plan for promotion and wage progression for employees in the Police Department subject to LEFF, City of Redmond Civil Service rules and regulations and satisfactory passing of established qualification tests.

I. POLICE OFFICER CLASSIFICATION:

(Schedule for individuals hired 7/1/74 and after)

Police Officer - Probationary / Pay Grade 28 (0 - 12 months in the classification)

1. Hire at Level A.
2. Eligible for increase at 12 months to Police Officer, Pay Grade 29.

Police Officer / Pay Grade 29 (13 - 42 months)

1. Eligible for promotion into job as 3rd class at Level A after satisfactory completion of probation. (13 - 18 months)
2. Eligible for increase to 2nd class at Level B after one year at Level A. (19 - 30 months)
3. Eligible for increase to 1st class at Level C after one year at Level B. (31 - 42 months)

Police Officer - Sr. / Pay Grade 30 (after minimum of 3-1/2 years total service)

1. Eligible for increase to Police Officer - Sr. at Level B after 42 months total service. (43 - 54 months)
2. Eligible for increase to Level C after 54 months total service.
3. Eligibility for further Level increases to D or E to be based on sustained outstanding performance, special skills or special assignments as determined and approved by the Police Chief.

POLICE OFFICER CLASSIFICATION:

(Schedule for individuals hired prior to 7/1/74)

- 7 - 18 months service: Pay Grade 29, Level A
- 19 - 30 months service: Pay Grade 30, Level A
- 31 - 42 months service: Pay Grade 30, Level B
- 43 months service: Pay Grade 30, Level C

II. SERGEANT CLASSIFICATION:Sergeant - Probationary / Pay Grade 31

Upon promotion, pay to be at 31B (or should be at least one Proficiency Level higher than pay received before promotion).

Sergeant / Pay Grade 32

Upon permanent appointment, pay to be at 32A (or should be at least one Proficiency Level higher than pay received during probation). Progression to Level B and C at one year intervals.

Eligibility for further Level increases to D or E to be based on sustained outstanding performance, special skills or special assignment as determined and approved by the Police Chief.

III. CLERK-DISPATCHER CLASSIFICATION:Clerk-Dispatcher - Probationary / Pay Grade 21 (0 - 12 months)

1. Hire at Pay Grade 21, Level A.
2. Eligible for increase to Dispatcher, Pay Grade 23, Level A at end of 12 months and upon satisfactory completion of probation.

Clerk-Dispatcher / Pay Grade 23

1. Increase to position at Level A.
2. Eligible for progression to Level B after one year at Level A.
3. Eligible for progression to Level C after one year at Level B.

Clerk-Dispatcher / Pay Grade 23 (continued)

4. Eligibility for further Level increases to D or E to be based on sustained outstanding performance, special skills or special assignment as determined and approved by the Police Chief.

Clerk-Dispatcher - Lead - Probationary / Pay Grade 24

1. Promote to Level in Pay Grade 24 which results in a wage increase one increment higher than current pay.

Clerk-Dispatcher - Lead / Pay Grade 25

1. Eligible for increase to this position at Level A after satisfactory completion of probation.
2. Eligible for increase to Level B after one year at Level A.
3. Eligible for increase to Level C after one year at Level B.
4. Eligibility for further Level increases to D or E to be based on sustained outstanding performance, special skills or special assignment as determined and approved by the Police Chief.

**IV. DETECTIVE ASSIGNMENTS:**

NOTE: Detective pay to be one Proficiency Level higher than the above schedules, or \$35.00 per month above regular base pay, whichever is the greater amount.

CITY OF REDMOND  
SALARY PLAN A

Management, Professional, Administrative  
Exempt Salary Structure

<u>Salary Grade</u>	<u>Min.</u>	<u>Max.</u>	<u>Min. to Max. \$ Range</u>
40	893	1085	192
41	937	1139	202
42	985	1197	212
43	1033	1256	223
44	1085	1320	235
45	1139	1385	246
46	1197	1454	257
47	1256	1528	272
48	1320	1603	283
49	1385	1683	298
50	1454	1768	314
51	1528	1856	328
52	1603	1947	344

CITY OF REDMOND  
INDEX OF JOBS BY PAY GRADE

- - - - - Police Department - - - - -

WAGE PLAN C

<u>Pay Grade</u>	<u>Job Title</u>
21	Clerk Dispatcher - Probationary
23	Clerk Dispatcher
24	Lead Clerk Dispatcher - Probationary
25	Lead Clerk Dispatcher
28	# Police Officer - Probationary
29	# Police Officer
30	# Police Officer - Sr.
31	Sergeant - Probationary
32	Sergeant

SALARY PLAN A

<u>Salary Grade</u>	<u>Position Title</u>
46	* Lieutenant - Police
50	#* Chief of Police

# Benchmark Job

\* Not included in collective bargaining unit.

NOTE: All the above positions in Wage Plan C are included ("non-exempt") under provisions of the Federal Fair Labor Standards Act, as amended and effective May 1, 1974.

CITY OF REDMOND  
PAY PLAN C

Effective: 1/1/75

- - - - Police Department - - - -  
(Non-Exempt)

Pay Grade	-----Proficiency Levels-----				
	A	B	C	D	E
20	573	590	607	625	644
21	607	625	644	662	682
22	644	662	682	702	724
23	682	702	724	745	767
24	724	745	767	789	812
25	767	789	812	837	861
26	812	837	861	888	913
27	861	888	913	939	968
28	913	939	968	997	1026
29	968	997	1026	1058	1089
30	1026	1058	1089	1122	1154
31	1089	1122	1154	1190	1224
32	1154	1190	1224	1261	1299

\*1338

\*Applicable for Detective Sergeant only

CITY OF REDMOND  
PAY PLAN D

Office and Technical - Fire Department  
(Non-Exempt)

Pay Grade	Proficiency Levels				
	A	B	C	D	E
60	481	494	510	525	540
61	510	525	540	557	573
62	540	557	573	590	607
63	573	590	607	625	644
64	607	625	644	662	682
65	644	662	682	702	724
66	682	702	724	745	767
67	724	745	767	789	812
68	767	789	812	837	861
69	812	837	861	888	913
70	861	888	913	939	968
71	913	939	968	997	1026
72	968	997	1026	1058	1089
73	1026	1058	1089	1122	1154