

**CITY COUNCIL REGULAR SESSION**

Resolution authorizing an amendment to the D pay plan adopted by the 2017-2019 Bellevue Police Support Guild collective bargaining agreement (CBA) to add a new Crime Prevention Coordinator classification.

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*Human Resources*

**EXECUTIVE SUMMARY**

This Resolution authorizes an amendment the D pay plan to add a new civilian Crime Prevention Coordinator classification.

**RECOMMENDATION**

Move to adopt Resolution No. 9592

If approved, effective date: 05/06/2019

**BACKGROUND/ANALYSIS**

The Crime Prevention Coordinator (CPC) classification is a new civilian Full-Time Equivalent (FTE) position submitted in Proposal #120.20DA and adopted into the 2019-2020 Operating Budget. The proposal requested a new civilian FTE to assume the crime prevention functions currently performed by sworn officer(s) for the Bellevue Police Department. The existing sworn officer(s) would be reassigned to a direct law enforcement duty, such as Patrol or Investigations.

The civilian CPC is responsible for developing, coordinating, and implementing a variety of crime prevention, safety, and community relations programs for the Police Department. More detail about the position can be found in budget proposal #120.20DA, but briefly, the CPC role will:

- Manage and coordinate the Neighborhood Block watch program.
- Conduct educational presentations on various crime prevention topics and prepare and disseminate information on crime prevention topics to community members, businesses, and City staff.
- Provide information to and support the Sector Captain Program and assist with the coordination of the Citizen Police Academy.
- Manage the City's false alarm reduction program.
- Monitor the retail marijuana outlets licensed to operate within the City, serve as the point of contact for business owners and citizens, and analyze call data and provide feedback during licensing review.

Upon review of the position description and how the work is described, where in the organization (Police Department) the work resides, the reporting structure, and with whom the individual in this position will work, this position is appropriately designated as a union represented position within the Bellevue Police Support Guild.

Human Resources reviewed all existing classifications, but no existing classification was appropriate for this new role. An external market survey was conducted by Human Resources to determine the appropriate pay level of the Crime Prevention Coordinator.

Consistent with the 2017-2019 collective bargaining agreement between the Bellevue Police Support Guild and the City (CBA), Article 12.1, the City is designating a job classification title and salary for this new position and will update the D pay plan (Bellevue Police Support Guild) by adding:

PP-RNG	TITLE CODE	JOB TITLE	STEP						2019
			1	2	3	4	5	6	
D29	PRD502	CRIME PREVENTION COORDINATOR	\$5,300.95	\$5,566.21	\$5,844.90	\$6,138.44	\$6,444.09	\$6,764.53	MONTHLY
			\$63,611.40	\$66,794.52	\$70,138.80	\$73,661.28	\$77,329.08	\$81,174.36	ANNUAL
			\$30.58	\$32.11	\$33.72	\$35.41	\$37.18	\$39.03	HOURLY

## POLICY & FISCAL IMPACTS

### Policy Impact

Ordinance No. 6445, adopting the 2019-2020 Budget, reads in pertinent part:

Section 2. The job classifications and pay ranges for employees of the City, as set forth in the 2019 City of Bellevue Pay Plans, are hereby adopted as part of the biennium budget.

Section 3. All employees who are members of a bargaining unit shall receive such pay and benefits for 2019 as are provided for in the appropriate collective bargaining agreement.

The CBA and attendant D pay plan was adopted via Resolution No. 9349.

Article 12.1 of the CBA states:

“The monthly salaries of the employees covered by this Agreement shall be as set forth within Appendix A to this Agreement. Should it become necessary to establish a new job classification within the bargaining unit during the term of this Agreement, the Employer may designate a job classification title and salary for the classification. The salary for a new classification within the bargaining unit shall be subject to negotiations at such time as the salaries for the subsequent year are negotiated or six (6) months after the classification is established, whichever is the earlier.”

### Fiscal Impact

There is no initial fiscal impact as the costs were included in the 2019-2020 Budget when the position was established.

## OPTIONS

1. Adopt the Resolution authorizing an amendment to the D pay plan adopted by the 2017-2019 Bellevue Police Support Guild collective bargaining agreement (CBA) to add a new Crime Prevention Coordinator classification.
2. Do not adopt the Resolution and provide alternative direction to staff.

## **ATTACHMENTS & AVAILABLE DOCUMENTS**

A. Amended D Pay Plan  
Proposed Resolution No. 9592

## **AVAILABLE IN COUNCIL LIBRARY**

N/A