

Chapter 2.28POLICE DEPARTMENTSections:

- 2.28.010 Purposes.
- 2.28.020 Establishment--Chief of police.
- 2.28.030 Duties--Responsibilities of officers.
- 2.28.040 Budget.
- 2.28.050 Grievance procedure.
- 2.28.060 Nonliability of city.

2.28.010 Purpose. A. The purpose of this chapter is to establish a city police department with the authority to enforce all laws of the state of Washington and all ordinances of the city.

B. The police department shall include a chief of police and other subordinate officers and ranks as may be authorized by this or subsequent city councils. The police department is charged with the authority and responsibility to maintain the public peace, apprehend violators of the law, control and direct traffic and take custody of property either abandoned or for evidence of a crime. All sworn members of the police department are named as dog control officers. (Ord. 1341, §1, 1980).

2.28.020 Establishment--Chief of police. A. The city council of the city authorizes the establishment of a police department as well as the appropriation and spending of public moneys to support the necessary functions of the police department including but not limited to: equipment, supplies and personnel needs.

B. The rank of chief of police is created. The chief of police shall have all the powers granted to any other sworn member of the police department and is authorized to hire persons to fill various positions in the police department which have been or shall be authorized by the city council, dismiss, suspend, demote or take other disciplinary action of subordinate members of the police department, and as provided by civil service or merit system rules if a civil service or merit system is adopted. The police chief is authorized and shall promulgate rules, regulations, policies and procedures to ensure the efficacious completion of the police department mission and to ensure the compliance of subordinates with state and federal laws and rules, procedures, policies and ordinances that the chief or city council may issue, and all other duties, authorities and responsibilities mandated by the city council and/or the mayor. (Ord. 1341 §2, 1980; Ord. 1585 §4, 1999).

C. The chief of police position shall be an appointed office to be filled by the Mayor and shall be subject to confirmation by the city council. The minimum requirements for such chief of police are as follows:

(1) A person seeking appointment of the office of chief of police must meet all of the following minimum qualifications:

- (a) Must be a citizen of the United States of America;
- (b) Must have obtained a high school diploma or general equivalency diploma;
- (c) Must not have been convicted under the laws of this state, another state, or the United States of a felony;
- (d) Must not have been convicted of a gross misdemeanor or any crime moral turpitude within five years of the date of application;

- (e) Must have received at least a general discharge under honorable conditions from any branch of the armed services for any military service;
- (f) Must have completed at least two years of college, or in the alternative, must have completed at least five years of full time commissioned law enforcement employment involving enforcement responsibilities within a governmental law enforcement agency; and
- (g) Must have been certified as a regular and commissioned enforcement officer through compliance with this state's basic training requirement or equivalency. (Ord. 1585, §4, 1999)

2.28.030 Duties--Responsibilities of officers. A. Police Chief. The police chief shall report to the mayor and shall be responsible to that office for conduct of the police department. The city will provide false arrest insurance coverage, uniforms, supplies and equipment necessary to the function of keeping the peace as the council so decides. All sworn members of the police department shall work a shift of duty established by the chief but will be considered on duty at all times and will have full powers of arrest and be required to take necessary action to ensure the public peace while within the city limits. The council shall provide the chief of police an official bond as required by RCW 35A.12.080. The city clerk or mayor shall administer the oath of office to all members of the police department who are granted arrest powers. The chief is that team member responsible, with the help of all subordinate ranks, for:

1. Setting long range goals and objectives;
2. The direction and supervision of subordinates to reach the goals and objectives set forth;
3. The overall responsibility to establish and control the annual budget and its expenditures to reach those goals;
4. Promotion, demotion, transferring, suspension, laying off, appointing or removing any and all subordinates as provided under personnel rules and regulations;
5. The efficient organization of the police division;
6. The promulgation of rules and regulations, orders, policy and procedures designed to assist in goal accomplishment;
7. The custody and control of all books, records, machines, tools, apparatus and equipment of every kind, necessary for the use in the department and all public property pertaining to, and connected therein, and belonging thereto;
8. The general administration and control of the police department is invested in the police chief, who is responsible for the government, efficiency and general good conduct of the department;
9. The police chief shall direct and supervise the personnel of the police department and exercise all powers and duties provided by the law or by ordinances of the city.

B. Patrol Officer. The patrol officer's shall be under the supervision of a superior officer unless acting in the temporary capacity of a supervisor. He shall be responsible for the prevention of crime, protection of life and property and any other duties assigned. He shall maintain a courteous and helpful attitude at all times towards the public and members of the city staff. He shall always strive toward a more professional proficiency by attending training schools and accepting the supervision of superior officers. He shall adhere to all legal orders either verbal or written when given by superior officers within the department. (Ord. 1341 §3, 1980).

2.28.040 Budget. The chief of police shall prepare the annual budget for the police department and is authorized to spend moneys from the approved budget as authorized by ordinance and council policy. (Ord. 1341 §4, 1980).

2.28.050 Grievance procedure. If any employee of the police department has a grievance, that person shall submit his/her complaint in writing to the chief of police. The chief, within three days of receiving this statement, will schedule a meeting to discuss the problem with the employee. The meeting will be scheduled within seven days of the receipt of the statement and a written notice will be given to the employee notifying the employee of the time and place. If the problem is not remedied to the employee's satisfaction he may appeal to the mayor by submitting a statement of grievance to that office. The mayor will respond within seven days. He will then set up a meeting with the employee within fifteen days serving the employee with a written notice of the date and place of the meeting. The mayor (at his option) may include at this meeting one or more council persons. After the grievance has been aired the mayor shall discuss the complaint with the city council providing a copy of the employee's statement(s) to the council. If with the council's concurrence the grievance is not remedied to the satisfaction of the employee, the mayor shall cause a notice to be given the employee of that fact. The employee then can accept the findings or seek redress outside of the municipal system. If the employee seeks redress for complaints by going outside or beyond the city grievance procedure, it shall be at the employee's expense. (Ord. 1341 §5, 1980).

2.28.060 Nonliability of city. This chapter is intended to be a law of general application for the public at large; it is not intended to impose liability on the part of the city or its employees running to individual members of the public. (Ord. 1341 §6, 1980).