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David L. Stewart/Joan Matheson
PERS 2Q13 Employment ORD
August 21, 2013
Version #1

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CITY OF SEATTLE
ORDINANCE _____
COUNCIL BILL 117925

AN ORDINANCE relating to City employment commonly referred to as the Second Quarter 2013 Employment Ordinance; designating positions as exempt from Civil Service status, amending Seattle Municipal Code Section 4.13.010, renaming a discretionary pay program, and ratifying and confirming prior acts; all by a 2/3 vote of the City Council.

WHEREAS, by Ordinance 121176 the City established a discretionary pay program known as the City Light Superintendent Compensation Program for the department head of the City Light Department.

WHEREAS, by Ordinance 124167 the title of the Seattle City Light Department's top position title changed from Superintendent to General Manager and Chief Executive Officer.

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. Designating Seven Positions as Exempt from Civil Service Status. As recommended by the Personnel Director in the Classification Determination specified, these positions are designated as exempt from Civil Service as noted below, pursuant to SMC 4.13.010(1):

- 1 position (#00016038) in the Law Department; Administrative Specialist III, designated to Paralegal Assistant II (Report #13-13086).
- 1 position (#00024217) in the Law Department; Administrative Specialist III, designated as IT Specialist, Exempt (Report #13-13260).
- 1 position (#10003381) in the Department of Planning and Development; IT Professional C designated to IT Professional A, Exempt (Report #13-13174).
- 1 position (#00016618) in the Seattle Police Department; Manager 3, IT designated to Executive 1 (Report #13-13201).

- 1 -- 1 position (#00025132) in the Seattle City Light Department; IT Systems Analyst
2 designated to IT Professional A, Exempt (Report #13-13238).
3 -- 1 position (#10004988) in the Seattle City Light Department; Personnel
4 Analyst, Senior-Compensation designated to Executive 2 (Report #13-13252).
5 -- 1 position (#10001667) in the Office of Economic Development; Manager 1, Parks
6 and Recreation designated to Strategic Advisor 1, Exempt. (Report #13-13306).

7
8 Section 2. Amending Seattle Municipal Code Section 4.13.010. Seattle Municipal Code
9 Section 4.13.010, last amended by Ordinance 124167, is amended as follows:

10 * * *

11 **Employment Unit**

12 **Titles of Exempt Positions**

13 * * *

14 26. Transportation Executive Assistant (PosNo. 00007689)
15 Administrative Specialist II (PosNo. 00007744)
16 ((Paralegal)) Paralegal, Senior (PosNo. 10003513)

17 Section 3. Renaming a Compensation Program. The discretionary pay program known as
18 the City Light Superintendent Compensation Program shall be changed to City Light General
19 Manager and Chief Executive Officer Compensation Program for the department head of the
20 Seattle City Light Department.

21 Section 4. Any act consistent with the authority of this ordinance taken after its passage
22 and prior to its effective date is hereby ratified and confirmed.

23 Section 5. This ordinance shall take effect and be in force 30 days after its approval by
24 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it
25 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

1 Passed by the City Council the ____ day of _____, 2013, and
2 signed by me in open session in authentication of its passage this
3 ____ day of _____, 2013.

4
5 _____
6 President _____ of the City Council

7
8 Approved by me this ____ day of _____, 2013.

9
10 _____
11 Michael McGinn, Mayor

12
13 Filed by me this ____ day of _____, 2013.

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15 _____
16 Monica Martinez Simmons, City Clerk

17 (Seal)

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FISCAL NOTE FOR NON-CAPITAL PROJECTS

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Personnel Department	Joan Matheson / 386-9081	Forrest Longman / 684-0331

Legislation Title:

AN ORDINANCE relating to City employment commonly referred to as the Second Quarter 2013 Employment Ordinance; designating positions as exempt from Civil Service status, amending Seattle Municipal Code Section 4.13.010, renaming a discretionary pay program, and ratifying and confirming prior acts; all by a 2/3 vote of the City Council.

Summary of the Legislation:

This legislation seeks to establish seven positions as exempt from Civil Service status and amend Section 4.13.010 of the Seattle Municipal Code and rename a discretionary pay program, by a 2/3 vote of the City Council.

Background:

1. This ordinance seeks to establish seven positions as exempt from Civil Service status. The nature of the work to be performed by the positions is consistent with the exemption criteria set forth in Section 4.13.010 and Personnel Rule 2.2. These position changes create a minor cost increase for the affected departments, which will be funded within the existing budget authority.
2. This legislation authorizes amending Section 4.13.010 of the Seattle Municipal Code, Exemptions from the Civil Service and Public Safety Civil Service Systems.
3. This legislation also authorizes renaming the discretionary pay program known as the City Light Superintendent Compensation Program to City Light General Manager and Chief Executive Officer Compensation Program for the department head of the Seattle City Light.

Please check one of the following:

This legislation has financial implications.

Other Implications:

- a) **Does the legislation have indirect financial implications, or long-term implications?**
The estimated costs associated with this legislation are summarized in Fiscal Note Attachment 1 and will be funded through departments' existing budgets.

- b) **What is the financial cost of not implementing the legislation?**
NA
- c) **Does this legislation affect any departments besides the originating department?**
This legislation will affect the Law Department, the Department of Planning and Development, the Seattle Police Department, the Seattle City Light Department, the Office of Economic Development and the Seattle Department of Transportation.
- d) **What are the possible alternatives to the legislation that could achieve the same or similar objectives?**
There are no alternatives available at this time.
- e) **Is a public hearing required for this legislation?**
No
- f) **Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**
No
- g) **Does this legislation affect a piece of property?**
No
- h) **Other Issues:**

List attachments to the fiscal note below:

Attachment: PERS 2Q13 Employment FISC Attach 1

**PERS 2Q13 Employment FISC Attach 1
 (Implementation of the 2Q13 Employment Ordinance)**

Dept	Report	New Position Title	Potential Positions Impacted	2013
Exempt Actions				
LAW	#13-13086	Paralegal Assistant II ¹	1	\$1,334
LAW	#13-13260	IT Specialist, Exempt ¹	1	\$9,229
DPD	#13-13174	IT Professional A, Exempt ²	1	\$24,435
SPD	#13-13201	Executive 1 ²	1	-\$2,945
SCL	#13-13238	IT Professional A, Exempt ^{1 2}	1	\$22,557
SCL	#13-13252	Executive 2 ^{1 2}	1	\$23,535
OED	#13-13306	Strategic Advisor 1, Exempt ²	1	\$0
			Subtotal	\$78,145
			Total ³	\$78,145

Costing Assumptions:

¹Positions in the step program are costed from top step to top step of the old and new title and/or rate.

²Positions in discretionary pay programs are costed from midpoint to midpoint of the old and new title and/or rate.

³The 2013 costs will be absorbed in departments' current budgets.



City of Seattle
Office of the Mayor

August 27, 2013

Honorable Sally J. Clark
President
Seattle City Council
City Hall, 2nd Floor

Dear Council President Clark:

I am pleased to transmit the attached proposed Council Bill related to City employment that designates positions as exempt from Civil Service status, amends section 4.13.010 of the Seattle Municipal Code and authorizes renaming a discretionary pay program.

Specifically, this legislation will establish the following positions as exempt from Civil Service: one (1) Paralegal Assistant II position and one (1) IT Specialist position both in the Law Department, one (1) IT Professional A position in the Department of Planning and Development, one (1) Executive 1 position in the Seattle Police Department, one (1) IT Professional A position and one (1) Executive 2 position both in the Seattle City Light Department, and one (1) Strategic Advisor 1 position in the Office of Economic Development. The seven (7) positions proposed for exempt status meet the exemption criteria of a particularly high degree of professional responsiveness and individual accountability, a confidential or fiduciary relationship with the appointing authority, or judicial positions requiring insulation as a third branch of government.

This legislation will amend Seattle Municipal Code Section 4.13.010 relating to exemptions from the civilian Civil Service. These positions have already been established by various ordinances as Civil Service exempt.

This legislation will also rename the discretionary pay program known as the City Light Superintendent Compensation Program to City Light General Manager and Chief Executive Office Compensation Program for the department head of the City Light Department.

Thank you for your consideration of this legislation. Should you have any questions, please contact Joan Matheson at 386-9081.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McGinn", written over a horizontal line.

Michael McGinn
Mayor of Seattle

cc: Honorable Members of the Seattle City Council

