

ORDINANCE No. 118404

COUNCIL BILL No. 111442

*Law Department*  
The City of Seattle

AN ORDINANCE relating to the temporary employment service, amending Seattle Municipal Code Section 4.04.045 authorizing the Personnel Director to delegate the authority to create an unspecified number of positions to be used by department heads.

INDEXED



REPORT OF

Honorable President:

Your Committee on \_\_\_\_\_

to which was referred the within Council Bill No. \_\_\_\_\_ report that we have considered the same and respectfully



COMPTROLLER FILE NO.

Introduced: <u>SEP 30 1996</u>	By: <u>CHOE</u>
Referred: <u>SEP 30 1996</u>	To: <u>Budget</u>
Referred:	To:
Referred:	To:
Referred:	To:
Referred: <u>NOV 18 1996</u>	Second Reading: <u>NOV 18 1996</u>
Third Reading: <u>NOV 18 1996</u>	Signed: <u>NOV 18 1996</u>
Presented to Mayor: <u>NOV 19 1996</u>	Approved:
Returned to City Clerk: <u>NOV 26 1996</u>	Published: <u>Full app</u>
Vetoed by Mayor:	Veto Published:
Passed over Veto:	Veto Sustained:

*Full Council vote*

US5047



SMEAD 45 (SP 17703)

ORDINANCE 118404

AN ORDINANCE relating to the temporary employment service, amending Seattle Municipal Code Section 4.04.045 authorizing the Personnel Director to delegate the authority to create an unspecified number of positions to be used by department heads.

WHEREAS, SMC 4.04.045 authorizes the Personnel Director to develop and implement a temporary employment service to provide temporary workers to City employing units; and

WHEREAS, the Personnel Director is also authorized, with the approval of the Budget Director, to fill whatever number of positions he/she determines necessary to operate the temporary employment service; and

WHEREAS, the delegation of authority to department heads to appoint temporary employees for uncommon or special occupations would improve the efficiency and reduce the cost of temporary employment processes; Now Therefore,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

**Section 1.** Seattle Municipal Code Section 4.04.045, Ordinance 114811, is amended as follows:

**4.04.045 Temporary employment service**

A. The Personnel Director is authorized to develop and implement a temporary employment service to provide temporary workers to City employing units upon request therefor and upon payment by the requesting employing unit of the cost of such service. Because an arbitrary limitation on the number of temporary workers to be hired to implement this authorization would impede the operation of such service, all positions to be occupied by such temporary workers are hereby created, and the Personnel Director is authorized, with approval of the Budget Director or his/her designee, to fill whatever number of positions he/she determines is necessary to operate such service for City employing units. The

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Personnel Director may delegate authority to department heads to fill temporary worker positions when such delegation would improve the quality of the temporary employment service or would result in cost efficiencies.

Section 2. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

PASSED by the City Council of the City of Seattle this 18 day of November, 1996, and signed by me in open session in authentication of its passage this 18 day of November, 1996.

Jan Dreyer  
\_\_\_\_\_  
President of the City Council

Approved by me this 26 day of November, 1996.

Morankiee  
\_\_\_\_\_  
Mayor

Filed by me this 26 day of November, 1996.

Judith E. Pappas  
\_\_\_\_\_  
City Clerk

(Seal)

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DEPARTMENT OF CONSTRUCTION AND LAND USE

MEMORANDUM

**TO:** Margaret Carter, City Clerk's Office  
Celeste Zehr, Law Department

**FROM:** Ken Davis, DCLU Code Development *KD*

**DATE:** August 6, 1997

**SUBJECT:** Ecology Approval of Ordinances 118389 and 118408

I've attached a copy of the State Department of Ecology's letter formally approving the City's Shoreline Master Program amendments contained in City Ordinances 118389 and 118408. Please keep these for your records.

The last page attached is a copy of the public notice required by Ecology. This is noticed in the Thursday, August 7th, issue of the Daily Journal of Commerce. It contains information explaining the contents of the two separate ordinances, and also informs the public of one more appeal opportunity.

Margaret, I will search my old shoreline files for other Ecology approved shoreline ordinances. Whatever I find, I'll make you a copy cross-referenced to the City ordinance approved. Celeste, would you need this as well for past records?

Margaret, I'm also checking with Ecology to see what type and amount of information they need whenever the City changes a mapped shoreline environmental designation. I may have more on that for you later.

If you have any questions, please give me a call at 3-3884.

Thanks!

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97 AUG 11 AM 10:57  
CITY CLERK

**CITY OF SEATTLE SHORELINE MASTER PROGRAM AMENDMENT****REVISED & REFORMATTED SHORELINE GOALS & POLICIES  
CONSOLIDATION OF IMPLEMENTATION GUIDELINES****Findings and Conclusions**

By Robert J. Fritzen, July 16, 1997

**AMENDMENT PROPOSAL:** As required by ESHB 1724, the City has incorporated its Shoreline Master Program (SMP) Goals & Policies into its Comprehensive Plan (CP), and SMP regulations into its development regulations. As a consequence, the Goals & Policies have been revised and reformatted only to the extent that consistency was maintained. Certain redundancies and conflicting wording have been removed. The regulations and implementation guidelines have been updated to reflect most of the recent legislative changes. The City has stated that "no substantive changes were made to either the SMP policies or development regulations".

**PURPOSE OF AMENDMENT:** Satisfy legislative requirements, remove redundant or conflicting language, reorganize goals, policies, and regulations related to the City's SMP, and correct any clerical errors.

**PUBLIC NOTICE:** The City determined that the amendment was SEPA exempt because only administrative changes were made. The changes were made available to the public and a public meeting was held. Interested parties and federal, state, local, and regional agencies were solicited for comments. The department requested comment from all interested parties and Task Force Members.

One comment letter was received within the designated comment period. The Seattle Shorelines Coalition made several suggested changes to the amendment. However, as pointed out by the City, the changes are outside the scope of the amendment in that they are either introducing or changing policy. These changes would not fall under a SEPA exemption and would require additional public review process.

**FINDINGS:** Review of the amendment indicates that there have been no substantive changes to any goals, policies, or regulations. However, not all references to repealed rules were updated. A future amendment will correct these discrepancies.

**CONCLUSION:** It is recommended that this amendment be approved as submitted.

RF:sa

cc: Mike Rundlett, Department of Ecology  
Ray Hellwig, Department of Ecology

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STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY  
P.O. Box 47600 • Olympia, Washington 98504-7600  
(360) 407-6000 • TDD Only (Hearing Impaired) (360) 407-6006

July 31, 1997

CERTIFIED MAIL

Ms. Elsie Crossman  
City of Seattle  
Office of Management & Planning  
600 fourth Avenue, Room 300  
Seattle, WA 98104-1826

NATURE SAVER™ FAX MEMO 01616		Date 8/1/97	# of pages 2
To KEN DAVIS	From Elsie Crossman		
Co./Dept. DCLU	Cu. OMP		
Phone # 3-3884	Phone # 4-8364		
Fax # 3-7883	Fax # 3-0085		

Dear Ms. Crossman:

Re: City of Seattle Shoreline Master Program Amendment  
Policies and Regulations Reorganization

*(City Ordinances)  
118389 & 118408*

It is my pleasure to inform you that the Department of Ecology (Ecology) has approved the City of Seattle's proposed Shoreline Master Program amendment as submitted. The amendment has been determined to be consistent with chapter 90.58 RCW and its implementing regulations. The amendment is effective as of the date of this letter. Enclosed is a copy of the "Findings and Conclusions".

As a reminder, please be advised that you are required to give public notice as stated in WAC 173-26-120. Public notice will initiate the appeal period which lasts sixty days. In addition, please forward three copies of your entire master program to Ecology. Should you have any questions please contact Bob Fritzen at (425) 649-7274. Thank you.

Sincerely,

*TF*  
Tom Fitzsimmons  
Director

TF:pz  
Enclosure

cc: Task Force and Interested Parties

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*Published in 8/7/97 D.C.*

**NOTICE OF DEPARTMENT OF ECOLOGY APPROVAL  
OF AMENDMENTS TO THE  
SEATTLE SHORELINE MASTER PROGRAM**

On July 31, 1997, the Washington State Department of Ecology approved amendments to the Seattle Shoreline Master Program (SSMP) as requested by the City of Seattle. City Council held a public hearing on the amendments on September 18, 1996; City Council approved the amendments on November 18, 1996; and the Mayor signed the legislation on November 16, 1996.

The SSMP amendments consist of two related proposals. The first proposal, approved by City Ordinance 118389, amended the City of Seattle Comprehensive Plan to add the SSMP policies as a component of the Land Use Element. The original SSMP goals, policies and implementation guidelines were revised and reformatted for inclusion in the Land Use Element.

The second proposal, approved the City Ordinance 118408, amended the SSMP regulations by deleting the original SSMP goals, policies and implementation guidelines from the land Use Code (SMC Chapter 23.12) and adding to the Shoreline District (SMC Chapter 23.60) those implementation guidelines which are regulatory in nature. The Land Use Code amendments were necessary to meet the state requirements to adopt implementing development regulations concurrently with the Comprehensive Plan amendments.

The approved ordinances bring the City of Seattle into compliance with state law approved in 1995, specifically provisions of ESHB 1724 which requires all cities and counties planning under Growth Management Act to incorporate their SMP goals and policies in their Comprehensive Plans.

Any petition for review of these amendments pursuant to RCW 36.70A.290 and WAC 173-26-120 must be filed within sixty days after the date of publication of this notice.

Questions may be directed to Ken Davis at DCLU by calling 233-3884, or Elsie Crossman at the Office of Management and Planning by calling 684-8364.

kd  
ssmp-96  
8/5/97

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City of Seattle Personnel Department

Norman B. Rice, Mayor Sarah Welch, Personnel Director



MEMORANDUM

August 13, 1996

RECEIVED OMP

AUG 16 1996

TO: Seattle City Council

ATTN: Paul Kraabel, Chair  
Personnel and Labor Policy Committee

VIA: Mayor Norman B. Rice

ATTN: Tom Tierney, Director  
Office of Management and Planning

FROM:

*Sarah Welch*  
Sarah Welch  
Personnel Director

SUBJECT: Decentralization of Temporary Employment

Attached for your review and approval is an ordinance permitting the Personnel Director to delegate authority for hiring temporary employees.

Seattle Municipal Code (SMC) Section 4.04.045 authorizes the creation of a temporary employment service (TES). It further authorizes the Personnel Director, with the approval of the Budget Director, to fill an unspecified number of temporary worker positions. This section has been interpreted to mean that only the Personnel Director may authorize the hiring of TES workers. Other temporaries (or "intermittents") may be hired directly by departments without going through our TES program. However, departments must have explicitly budgeted pockets to retain these intermittents. The ability to hire TES employees without budgeted positions has made the TES program very popular with departments.

Over the years, the TES program has been extremely successful in the areas of administrative support (e.g., Administrative Specialists I and II), accounting support (Accounting Technicians I and II), service/maintenance (e.g., Laborers, Utility Laborers), and skilled crafts (e.g., Plumbers). We have assisted departments by recruiting, screening, and referring highly skilled candidates. Also, by having a Citywide pool, we have been able to move TES employees from one assignment to another within these categories. This has helped retain qualified employees and has also helped control our unemployment costs.

An equal employment opportunity - affirmative action employer  
12th Floor Dexter Horton Building Telephone Device for the Deaf and  
710 Second Avenue the Hearing Impaired (TDD)  
Seattle, WA 98104-1793 684-7888  
Fax # 684-4157

Printed on Recycled Paper

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In other employment areas such as professional or paraprofessional classifications, our TES system has more frequently functioned as a convenient way for departments to bring their own referrals on board. These are disciplines with a wider variety of skills for which we do not have well developed, established pools of temporary employees. Typically the customer department refers their own candidates to Personnel for us to put on the TES payroll. Often when the particular assignment is completed, we do not have other assignments for these employees and we incur unemployment insurance claims costs for these employees at a disproportionate rate. These costs are then spread across all customers rather than allocated to the original department that brought the employee into the system. The bottom line is that for these less frequently used categories, our TES program does not add any value and masks costs that are being incurred by the requesting department.

Considering the above, the Mayor's 1997-98 budget proposal will include decentralizing the hiring authority for TES workers who perform these specialized functions to the customer departments. The requesting departments are usually better able to define their needs and, as we mentioned above, are more aware of likely candidates than the Personnel Department's TES Unit. It would be more efficient to permit the departments to directly recruit and select these employees than to require them to work through the TES Unit. This budget proposal will allow us to save approximately \$31,000 in administrative overhead costs for our TES program by reducing the staff time required to process these specialized requests.

In controlling our costs, we do not want to leave our customers without a flexible option to meet their needs. If we are moving our customers into self-service, we want to make sure that this self service can occur with the same flexibility as our present TES program. This means allowing them to hire temporaries without requiring explicitly budgeted pockets for jobs in other than the clerical, service/maintenance, or skilled crafts classifications. The proposed ordinance achieves this by allowing the Personnel Director to delegate authority to the departments to hire such temporary employees. It is our intention that this delegation will be limited to those classifications that we have determined are not suitable for dispatching through the TES Unit.

SW:ltj

attachment

g:groups:admin:1996:tesltr2.doc

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Approved by  
Kawley  
7/10/96

#1



# City of Seattle

Executive Department—Office of Management and Planning

Thomas M. Tierney, Director  
Norman B. Rice, Mayor

August 16, 1996

The Honorable Mark Sidran  
City Attorney  
City of Seattle

Dear Mr. Sidran:

The Mayor is proposing to the City Council that the enclosed legislation be adopted.

REQUESTING DEPARTMENT: Personnel Department

SUBJECT: AN ORDINANCE relating to the temporary employment service, amending Seattle Municipal Code Section 4.04.045 authorizing the Personnel Director to delegate the authority to create an unspecified number of positions to be used by department heads.

Pursuant to the City Council's S.O.P. 100-014, the Executive Department is forwarding this request for legislation to your office for review and drafting.

After reviewing this request and any necessary redrafting of the enclosed legislation, return the legislation to OMP. Any specific questions regarding the legislation can be directed to Sherry Johnson at 684-8084.

Sincerely,

Norman B. Rice  
Mayor

by

TOM TIERNEY  
Director

h:\admin\legis\law\trs\john25

Enclosure

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TIME AND DATE STAMP

**SPONSORSHIP**

THE ATTACHED DOCUMENT IS SPONSORED FOR FILING WITH THE CITY COUNCIL BY THE MEMBER(S) OF THE CITY COUNCIL WHOSE SIGNATURE(S) ARE SHOWN BELOW:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*Martha Chae*  
\_\_\_\_\_

**FOR CITY COUNCIL PRESIDENT USE ONLY**

COMMITTEE(S) REFERRED TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
PRESIDENT'S SIGNATURE

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City of Seattle

FINANCE 118404

AN ORDINANCE relating to the temporary employment service, amending Seattle Municipal Code Section 4.04.045 authorizing the Personnel Director to delegate the authority to create an unspecified number of positions to be used by department heads.

WHEREAS, SMCG 4.04.045 authorizes the Personnel Director to develop and implement a temporary employment service to provide temporary workers to City employing units; and

WHEREAS, the Personnel Director is also authorized, with the approval of the Budget Director, to fill whatever number of positions become necessary to operate a temporary employment service;

WHEREAS, the delegation of authority to department heads to appoint temporary employees for uncommon or special occupations would improve the efficiency and reduce the cost of temporary employment processes; Now Therefore,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

SECTION 1. Seattle Municipal Code Section 4.04.045, Ordinance 114811, is amended as follows:

4.04.045. TEMPORARY EMPLOYMENT SERVICE

A. The Personnel Director is authorized to develop and implement a temporary employment service to provide temporary workers to City employing units upon request therefor and upon payment by the requesting employing unit of the cost of such service. No cause an arbitrary limitation on the number of temporary workers to be hired to implement this authorization would impede the operation of such service, all positions to be occupied by such temporary workers are hereby created, and the Personnel Director is authorized, with approval of the Budget Director or his/her designee, to fill whatever number of positions he/she determines is necessary to operate such service for City employing units. THE PERSONNEL DIRECTOR MAY DELEGATE AUTHORITY TO DEPARTMENT HEADS TO FILL TEMPORARY WORKER POSITIONS WHEN SUCH DELEGATION WOULD IMPROVE THE QUALITY OF THE TEMPORARY EMPLOYMENT SERVICE OR WOULD RESULT IN COST EFFICIENCIES.

SECTION 2. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

PASSED by the City Council of the City of Seattle this 18th day of November, 1996, and signed by me in open session in authentication of its passage this 18th day of November, 1996.

JAN DRAGO, President of the City Council. Approved by me this 26th day of November, 1996.

NORMAN B. RICE, Mayor. Filed by me this 26th day of November, 1996.

(Seal) JUDITH E. PIPPIN, City Clerk. Publication ordered by JUDITH PIPPIN, City Clerk.

Date of official publication in Daily Journal of Commerce, Seattle, December 11, 1996. 12/11(74867)

STATE OF WASHINGTON - KING COUNTY

e, City Clerk

-ss.

No. ORDINANCE IN

Affidavit of Publication

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12th day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

CT:ORD 118404

was published on 12/11/96

The amount of the fee charged for the foregoing publication is the sum of \$ , which amount has been paid in full.

Signature: A. Randall. Subscribed and sworn to before me on 12/11/96. Signature: [Notary Signature]

Notary Public for the State of Washington, residing in Seattle

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