

ORDINANCE No. 118469

we
Law Department

COUNCIL BILL No. 111599

INDEXED

The City

AN ORDINANCE revising Seattle Municipal Code Section 4.20.030, Salary upon initial appointment, to provide for ease of administration.

OK

Honorable President:

Your Committee on _____

to which was referred the within Council report that we have considered the same

TECHNOLOGY LABS

Full Cost

COMPTROLLER FILE No. _____

Introduced: <u>JAN 13 1997</u>	By: <u>PODLODOWSKI</u>
Referred: <u>JAN 13 1997</u>	To: <u>Labor Policy</u>
Referred:	To:
Referred:	To:
Reported: <u>JAN 21 1997</u>	Second Reading: <u>JAN 21 1997</u>
Third Reading: <u>JAN 21 1997</u>	Signed: <u>JAN 21 1997</u>
Presented to Mayor: <u>JAN 22 1997</u>	Approved: <u>JAN 27 1997</u>
Returned to City Clerk: <u>JAN 28 1997</u>	Published: <u>Full 2 pg</u>
Vetoed by Mayor:	Veto Published:
Passed over Veto:	Veto Sustained:

11/24/97

Department

ED

The City of Seattle--Legislative Department

REPORT OF COMMITTEE

Date Reported
and Adopted

able President:

committee on

h was referred the within Council Bill No.

that we have considered the same and respectfully recommend that the same.

HANDLING: LABOR Policy Comm. DO PASS 3-0

Full Council vote 7-0

Committee Chair

ORDINANCE 118469

AN ORDINANCE revising Seattle Municipal Code Section 4.20.030, *Salary upon initial appointment*, to provide for ease of administration.

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. Seattle Municipal Code Section 4.20.030, Ordinance 97330 as last amended by Ordinance 117257, is further amended as follows:

Salary upon ~~((initial))~~ appointment

Every employee, upon ~~((first))~~ initial appointment ~~((or assignment))~~ to any position in the classified service shall receive the minimum rate of the salary range fixed for the position, except as provided herein. When the application of this section results in ~~((an inequity))~~ inadequate recognition of a job candidate's qualifications, or when ~~((it becomes necessary because of difficulties in recruitment))~~ competitive recruiting so requires, payment at other than the prescribed step may be authorized by ~~((joint approval of the Mayor or his/her designee, and the Chair of the Finance Committee of the City Council))~~ the appointing authority, in accordance with rules promulgated by the Personnel Director.

The appointing authority may approve, without further review, payment at other than the minimum step of the appropriate salary range, or payment at a step other than that prescribed by promotion rules, for appointments to positions that are exempt from the classified service, as designated in SMC Chapter 4.13.

The Personnel Director shall provide a summary report to the City Council annually demonstrating how department authorizations for salary step exceptions met the administrative guidelines, as well as his or her analysis of whether any such exception demonstrated a need for adjustment to the assigned salary range of the relevant position title.

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 21 day of January, 1996, and signed by me in open session in authentication of its passage this 21 day of January, 1996.

Muelhauser

President _____ of the City Council

Approved by me this 28 day of January, 1996.

Morman Bice
Mayor

Filed by me this 28 day of January, 1996.

Janeth D. Lippner
City Clerk

(Seal)

City of Seattle Personnel Department

Norman B. Rice, Mayor Sarah Welch, Personnel Director



December 18, 1996

TO: The Seattle City Council
ATTN: Martha Choe, Chair
Finance and Budget Committee

VIA: Mayor Norm Rice
ATTN: Tom Tierney, OMP Director

FROM: 
Sarah Welch, Personnel Director

SUBJECT: Proposed Legislation To Revise SMC 4.20.030, *Salary Upon Initial Appointment*

The attached council bill would amend Seattle Municipal Code Section 4.20.030 to delegate to the appointing authority the approval of salary step exceptions.

Currently, as you well know, salary step exceptions for initial appointments to positions within the classified service require the approval of the Mayor or his/her designee and the Chair of the Council's Finance Committee. The appointing authority may grant a salary step exception for an initial appointment to an exempt position, but not for a subsequent appointment from one exempt position to another. We often hear that the current process for step exception approval impedes hiring managers' ability to engage in the kinds of salary negotiation with external candidates that might make the difference between hiring the best-qualified applicant, or only the second-best. We also hear from departments that the City's very compressed salary structure frequently does not provide sufficient recognition of an internal candidate's qualifications when only the promotion rule is applied, particularly for exempt appointments. Allowing the appointing authority to make salary step exception decisions is a workable solution to both problems.

Thank you for your interest in this change. If you have any questions about this council bill, please contact Kathy Steinmeyer, Policy Development Unit, 4-7921.

SW/kss
Attachments

cc: Personnel Department Administrators

City of Seattle

Executive Department—Office of Management and Planning

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

December 20, 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

SUBJECT: AN ORDINANCE revising Seattle Municipal Code Section 4.20.030
Salary upon initial appointment, to provide for ease of administration.

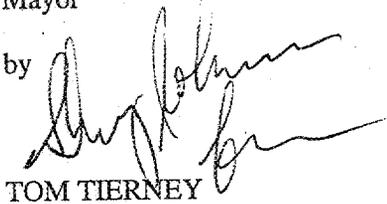
Pursuant to the City Council's S.O.P. 100-014, the Executive Department is forwarding this request for legislation to your office for review and drafting.

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

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Enclosure

96-717
Approved by
Sherry Johnson
12/27/96

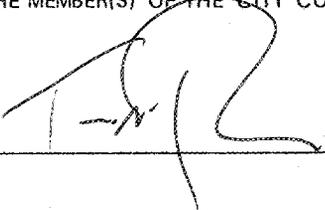


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96 DEC 23 AM 9:50
SEATTLE CITY ATTORNEY

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:



FOR CITY COUNCIL PRESIDENT USE ONLY

COMMITTEE(S) REFERRED TO: _____

PRESIDENT'S SIGNATURE

City of Seattle

ORDINANCE 118469

AN ORDINANCE revising Seattle Municipal Code Section 4.20.030, SALARY UPON INITIAL APPOINTMENT, to provide for ease of administration.

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

SECTION 1. Seattle Municipal Code Section 4.20.030, Ordinance 97330 as last amended by Ordinance 117357, is further amended as follows:

Salary upon (initial) appointment

Every employee, upon (first) INITIAL appointment (or assignment) TO ANY POSITION IN THE CLASSIFIED SERVICE shall receive the minimum rate of the salary range fixed for the position, except as provided herein. When the application of this section results in (an inequity) IN ADEQUATE RECOGNITION OF A JOB CANDIDATE'S QUALIFICATIONS, or when (it becomes necessary because of difficulties in recruitment) COMPETITIVE RECRUITING SO REQUIRES, payment at other than the prescribed step may be authorized by (joint approval of the Mayor or member designees, and the Chair of the Finance Committee of the City Council) THE APPOINTING AUTHORITY IN ACCORDANCE WITH RULES PROMULGATED BY THE PERSONNEL DIRECTOR.

The appointing authority may approve without further review, payment at other than the minimum step of the appropriate salary range, OR PAYMENT AT A STEP OTHER THAN THAT PRESCRIBED BY PROMOTION RULES, for appointments to positions that are exempt from the classified service, as designated in SMC Chapter 4.13.

The Personnel Director shall provide a summary report to the City Council annually demonstrating how department authorizations for salary step exemptions met the administrative guidelines, AS WELL AS HIS OR HER ANALYSIS OF WHETHER ANY SUCH EXCEPTION DEMONSTRATED A NEED FOR ADJUSTMENT TO THE ASSIGNED SALARY RANGE OF THE RELEVANT POSITION TITLE.

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 21st day of January, 1997, and signed by me in open session in authentication of its passage this 21st day of January, 1997.

MARTHA CHOE,
President of the City Council.
Approved by me this 25th day of January, 1997.

NORMAN B. RICE,
Mayor.
Filed by me this 25th day of January, 1997.

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

(Bold face denotes deletion)

Date of official publication in Daily Journal of Commerce, Seattle, February 5, 1997. 2/5(7884?)

OF WASHINGTON - KING COUNTY

—SS.

Clerk

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

CTORD: 118469

was published on

02/05/97

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

Subscribed and sworn to before me on

02/05/97

Notary Public for the State of Washington, residing in Seattle