

Ordinance No. 120773

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The City of Seattle Council Bill/Ordinance

Council Bill No. 114134

AN ORDINANCE relating to the organization of the executive branch of City government; abolishing the Strategic Planning Office in the Executive Department and vesting the responsibility for certain functions now performed by that office in other executive agencies; creating a new policy office in the Executive Department and defining its purposes and functions; moving the functions of the Office for Education to the Department of Neighborhoods; lodging administrative support for the City Planning Commission in the Department of Design, Construction and Land Use; amending the City position list by abrogating, creating and transferring positions; amending the 2002 adopted budget; amending, repealing and adding an array of provisions throughout the Seattle Municipal Code in connection with the reorganization and to correct obsolete references; making certain positions exempt from the Civil Service; making provision for transition; and repealing obsolete code provisions dealing with the Neighborhood Planning Office, all by a two-thirds vote of the City Council.

PPas Amended
4-15-02 Pa

CF No. _____

Date introduced: <u>APR 1 - 2002</u>	
Date 1st Referred: <u>APR 1 - 2002</u>	To: (committee) <u>Finance, Budget & Labor</u>
Date Re - Referred:	To: (committee)
Date Re - Referred:	To: (committee)
Date of Final Passage: <u>4-15-02</u>	Full Council Vote: <u>9-0</u>
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Date Returned to City Clerk: <u>4/22/02</u>	Date Published: <u>37 APR 6 2002</u> T.O. <input checked="" type="checkbox"/> P.T. _____
Date Vetoes by Mayor:	Date Veto Published:
Date Passed Over Veto:	Veto Sustained:

Finance, Budget & Labor
Business

This file is complete and ready

Law Dept. Review

The City of Seattle - Legislative Department

Council Bill/Ordinance sponsored by: _____

Jan Pease

Councilmember

Committee Action:

PPas Amended 3-0 (JD, NL, PS)

4-15-02 Passed As Amended 9-0

This file is complete and ready for presentation to Full Council.

Committee: _____

(initial/date)

Law Dept. Review

OMP
Review

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City Clerk
Review

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*Approved for committee
4/15/02
Full Council
Final Note*

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2 **ORDINANCE** 120773

3 AN ORDINANCE relating to the organization of the executive branch of City government;
4 abolishing the Strategic Planning Office in the Executive Department and vesting the
5 responsibility for certain functions now performed by that office in other executive
6 agencies; creating a new policy office in the Executive Department and defining its
7 purposes and functions; moving the functions of the Office for Education to the
8 Department of Neighborhoods; lodging administrative support for the City Planning
9 Commission in the Department of Design, Construction and Land Use; amending the
City position list by abrogating, creating and transferring positions; amending the 2002
adopted budget; amending, repealing and adding an array of provisions throughout the
Seattle Municipal Code in connection with the reorganization and to correct obsolete
references; making certain positions exempt from the Civil Service; making provision for
transition; and repealing obsolete code provisions dealing with the Neighborhood
Planning Office, all by a two-thirds vote of the City Council.

10 **NOW THEREFORE,**

11 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

12 **ABOLITION OF STRATEGIC PLANNING OFFICE ("SPO"), ASSIGNMENT OF**
13 **CERTAIN FORMER SPO FUNCTIONS AND CREATION OF A NEW OFFICE OF**
14 **POLICY AND MANAGEMENT**

15 Section 1. From and after the effective date of this ordinance, except as provided
16 elsewhere in this or another ordinance, all continuing functions, responsibilities, duties,
17 agreements, obligations, authorizations, powers, equipment and records of the Strategic Planning
18 Office shall be carried out and maintained by other City departments and offices as designated in
19 this ordinance. On June 14, 2002, the Strategic Planning Office is abolished and all positions in
that office not transferred by ordinance are abrogated as of that date.

20 Section 2. Effective June 1, 2002 or the effective date of this ordinance, whichever is
21 later, the following functions and duties previously carried out by the Strategic Planning Office
22 shall be the responsibility of the Department of Design Construction and Land Use: 1) providing
23 stewardship of the City's Comprehensive Plan and taking a lead role in overseeing and

1 implementing the Comprehensive Plan; 2) all functions and duties related to urban planning
2 including, but not limited to, monitoring and proposing updates to the Comprehensive Plan,
3 related plans associated with growth management and the shoreline master program as required
4 or directed; 3) the provision of staff and administrative support to the Seattle Planning
5 Commission in such a manner that a) the independence of the Commission's recommendations
6 pursuant to Article XIV, Section 3 of the City Charter is preserved, b) the Commission is able to
7 respond to requests and provide advice to the Mayor and/or Council at its discretion, and c) the
8 Commission is able to participate in the selection of staff to support the Commission and shall
9 have approval authority with respect to the selection and assignment of the principal staff person.
10 Furthermore, by August 30, 2002, the Department of Design, Construction and Land Use shall
11 present a plan for Council review describing the Department's approach to carrying out the
12 planning function for the City, including the creation of a planning line of business. On June 1,
13 2002 or the effective date of this ordinance, whichever is later, all positions previously assigned
14 to the Planning Commission and not transferred by this ordinance are abrogated.

15 Section 3. Effective June 1, 2002 or the effective date of this ordinance, whichever is
16 later, the following functions and duties previously carried out by the Strategic Planning Office
17 shall be the responsibility of Seattle Transportation: 1) all functions and duties related to
18 transportation, transit and parking planning and inter-governmental and inter-agency
19 coordination on transportation programs, projects and issues; 2) management and oversight of
20 major transportation - related projects.

21 Section 4. Effective May 1, 2002 or the effective date of this ordinance, whichever is
22 later, the following functions and duties previously carried out by the Strategic Planning Office
23 shall be the responsibility of the Department of Neighborhoods: 1) all functions and duties now



1 performed by the Office for Education, including but not limited to functions and duties
2 associated with the Families and Education Levy; 2) all functions and duties now performed by
3 Neighborhood Action Team Seattle program as well as the provision of contract resources for the
4 Seattle Neighborhood Group; 3) all functions and duties related to the Community Mapping,
5 Planning, and Analysis for Safety Strategies (COMPASS) program.

6 Section 5. Effective May 1, 2002 or the effective date of this ordinance, whichever is
7 later, the following functions and duties previously carried out by the Strategic Planning Office
8 shall be the responsibility of the Department of Finance: all functions and duties associated with
9 financial and programmatic monitoring of public corporations established pursuant to Chapter
10 3.110 SMC and accounting support for the Executive Department.

11 Section 6. Effective May 1, 2002 or the effective date of this ordinance,
12 whichever is later, the following functions and duties previously carried out by the Strategic
13 Planning Office shall be the responsibility of the Office of Economic Development: all functions
14 and duties associated with personnel support for the Executive Department.

15 Section 7. From and after the effective date of this ordinance, there shall be a new
16 office in the Executive Department known as the Office of Policy and Management.

17 TRANSITIONAL PROVISIONS

18 Section 8. From and after the effective date of this ordinance, all rules, regulations,
19 notices, and proceedings in effect on that date with respect to activities carried on by the
20 Strategic Planning Office shall continue in effect, unless and until they expire of their own terms
21 or are superseded, but the powers and responsibilities of the Director of the Strategic Planning
22 Office shall be performed by the appropriate Director or other office according to the nature of
23 the activity, unless otherwise provided by this or another ordinance.

1 Section 9. Unless otherwise provided by this or other ordinance or by resolution, the
2 Director of the Strategic Planning Office shall be succeeded on existing advisory or oversight
3 committees, boards or task forces established by ordinance or resolution of the City Council, or
4 by action of the Mayor independent of City ordinance or resolution, by the appropriate director,
5 according to the nature of the committee, board or task force. The Mayor shall determine in each
6 instance which director shall serve on the committee.

7 **BASIC CODE PROVISIONS FOR OFFICE OF POLICY AND MANAGEMENT AND**
8 **REASSIGNED FORMER STRATEGIC PLANNING OFFICE FUNCTIONS.**

9 Section 10. Subchapter III of Chapter 3.14 of the Seattle Municipal Code is
10 redesignated "Office of Policy and Management" and a new section 3.14.502 is added to the
11 Seattle Municipal Code as follows:

12 **3.14.502 Office established-Purpose.**

13 There is established in the Executive Department an Office of Policy and Management.
14 The purposes of the Office of Policy and Management are as follows:

- 15 A. To assist the Mayor and City Council in the development and analysis of high-
16 level Citywide policies on major issues including, but not limited to, public
17 safety, transportation alternatives and mobility, urban development, urban
18 sustainability and the natural environment, social equity, community health and
19 human needs;
- 20 B. To coordinate and lead major citywide initiatives and projects that cut across the
21 roles and responsibilities of multiple City departments, including, but not limited
22 to, complex real estate development projects that require the participation of a
23 variety of disciplines;

- 1 C. To develop partnerships that will further Citywide goals, and utilize the many
- 2 talents and resources of the full community;
- 3 D. To monitor and, if possible, influence critical external factors that affect Seattle's
- 4 economic vitality, jobs and demographics and recommend appropriate strategies;
- 5 E. To assist the Mayor in developing accountability agreements with departments
- 6 and to work with departments to ensure progress on priority projects;
- 7 F. To facilitate the process of developing City policy between the Mayor and City
- 8 Council by identifying joint priorities and helping to resolve differences.

9 Section 11. Section 3.14.510 of the Seattle Municipal Code is retitled to refer to the
10 "Office of Policy and Management" and is amended as follows:

11 **SMC 3.14.510 Director of the Office of Policy and Management--Appointment--Removal.**

12 The Director of the Office of Policy and Management (~~Strategic Planning Office~~) shall
13 be appointed by the Mayor, subject to confirmation by a majority vote of all members of the City
14 Council, and may be removed by the Mayor upon filing a statement of his or her reasons therefor
15 with the City Council.

16 Section 12. Section 3.14.521 of the Seattle Municipal Code is amended as follows:

17 **SMC 3.14.521 Director--Duties.**

18 Under the direction of the Mayor, the duties of the Director of the Office of Policy and
19 Management (~~Strategic Planning Office~~) are as follows:

- 20 A. Oversee and manage the functions of the Office of Policy and Management
- 21 (~~Strategic Planning Office~~) as set forth in Section 3.14.502 (~~Section 3.14.501~~);
- 22 and



1 B. Develop an annual work plan that is based on a joint City Council-Mayor Annual
2 Citywide Policy Priorities Resolution. The target date for the completion of such
3 resolution will be by the end of the first quarter of each calendar year. Provided,
4 however, that, for 2002 only, the Director of the Office of Policy and
5 Management shall, no later than June 30, 2002, submit a proposed Policy
6 Priorities Resolution for consideration by Council. This resolution will reflect the
7 major issues and priorities the City Council and Mayor want to address during the
8 coming year and will provide the basis for the Office of Policy and Management
9 work program as it relates to policy development. Furthermore, the Director of
10 the Office of Policy and Management will confer with the City Council President
11 and Committee Chairs on the approach to the work undertaken by the Office of
12 Policy and Management ((Such other functions and duties as may be assigned by
13 ordinance)).

14 Section 13. Section 3.14.530 of the Seattle Municipal Code is amended as follows:

15 **SMC 3.14.530 Director--Ancillary duties.**

16 In order to carry out office functions, the Director of the Office of Policy and
17 Management ((Strategic Planning Office)) shall have the power to:

- 18 A. Appoint, remove, assign, supervise, and control officers and employees in the
19 Office of Policy and Management ((Strategic Planning Office)) in accordance
20 with the applicable ((civil service)) ordinances and rules;
- 21 B. Manage the preparation of the proposed budget for the Office of Policy and
22 Management ((Strategic Planning Office)), authorize appropriate expenditures
23 and carry out the adopted budget ((; authorize necessary expenditures)) and



1 supervise the maintenance of adequate accounting systems and procedures;
2 develop and manage programs; and undertake authorized activities;

3 C. Execute and enforce contracts (including agreements for expert and consultant
4 services) subject to applicable purchasing and bidding ordinances; apply for
5 grants and donations for office programs; execute interdepartmental agreements
6 and, as authorized by ordinances, intergovernmental agreements; arrange for
7 places for public meetings; and solicit and use volunteer services; and

8 D. Promulgate rules and regulations to carry out office activities pursuant to the
9 Administrative Code, SMC Chapter 3.02.

10 Section 14. Section 3.06.030 of the Seattle Municipal Code is amended as follows:

11 **SMC 3.06.010 Department created.**

12 A. ~~((As of June 4, 1980,))~~ (†) There is created a Department of Design, Construction and Land
13 Use for the purpose of providing stewardship of the City's Comprehensive Plan, taking a lead
14 role in overseeing and implementing the Comprehensive Plan, and administering City ordinances
15 which regulate building construction, the use of land, and housing.

16 ***

17
18 Section 15. Section 3.06.030 of the Seattle Municipal Code is amended as follows:

19 **SMC 3.06.030 Director -- Powers and duties.**

20 The Director of the Department of Design, Construction and Land Use, under direction of
21 the Mayor, shall manage the Department of Design, Construction and Land Use, appoint, assign
22
23



1 and dismiss all employees in conformance with the City's personnel ordinances and rules, and
2 perform the following functions:

3 A. Enforcing building ordinances of the City, including but not limited to the
4 provisions of the Building Code; the Electrical Code; the Mechanical Code; the
5 Housing and Building Maintenance Code; the Land Use Code; the Pioneer Square
6 Minimum Maintenance Ordinance; the Condominium Conversion Ordinance; the
7 Energy Code; the Stormwater, Grading and Drainage Control Ordinance and
8 appropriate regulations;

9 B. Processing applications for construction permits, for grading permits, for use
10 permits, for zoning exceptions, for subdivisions and for other land use approvals,
11 including those related to shorelines management, but excluding those related to
12 historic preservation;

13 C. Stewarding, overseeing and implementing the City's Comprehensive Plan,
14 including monitoring and proposing updates to the Comprehensive Plan, related
15 plans associated with growth management and the shoreline master program as
16 required or directed;

17 D. Preparing and maintaining and proposing updates of such sub-area land use plans
18 as required or directed;

19 E. ((C-)) Conducting reviews of the effects of proposed projects, plans or programs on
20 the environment, as contemplated in the State Environmental Policy Act and City
21 ordinances;

22 F. ((D-)) Promoting the conservation of the City's housing stock;

23 G. ((E-)) Maintaining appropriate records regarding property, permits and structures;



1. Perform the strategic planning necessary to establish a policy framework for the City's involvement in education and school-related initiatives, including the Families and Education Levy;
2. Provide staffing and logistical support to the Levy Oversight Committee and interdepartmental teams;
3. Negotiate a levy interlocal agreement between the City and the Seattle School District; and
4. Develop and oversee interagency and interdepartmental collaborative planning, implementation, and evaluation of Families and Education Levy funded programs.

B. Ongoing City Education Programs and Policies. The Office shall:

1. Act as a liaison between the City and the Seattle School District on all education issues of joint concern, including, but not limited to, Families and Education Levy implementation;
2. Develop and facilitate City interdepartmental collaboration to assure City-funded programs within Seattle public schools are operating efficiently and effectively;
3. Work cooperatively with the Seattle School District to develop new educational support resources and ensure coordinated linkage, as appropriate, with community-based services; and
4. Act as a liaison with other education agencies in the region to promote a coordinated response to education-related issues.

Section 17. Section 3.20.310 of the Seattle Municipal Code is amended as follows:



1 **SMC 3.20.310 Director created--Duties.**

2 There shall be a Director for Education who shall be appointed by the Director of the
3 Department of Neighborhoods in collaboration with the Mayor ((Strategic Planning Office)). The
4 Director for Education shall be responsible, under the direction of the Mayor and the Director of
5 the Department of Neighborhoods ((Strategic Planning Office)), for the administration of the
6 Office for Education.

7 Section 18. Section 3.35.010 of the Seattle Municipal Code is amended as follows:

8 **SMC 3.35.010 Department Established--Purpose.**

9 There is established a Department of Neighborhoods to provide citizens and
10 neighborhoods with consolidated, accessible, and effective tools and resources:

- 11 A. To identify and address their diverse character and needs;
- 12 B. To assist their participation in the processes of City government;
- 13 C. To improve two (2) way communication between them and City departments;
- 14 D. To give them the capacity to build their communities;
- 15 E. To encourage their participation in finding solutions to their problems;
- 16 F. To encourage their communication and collaboration with other neighborhoods,
17 business organizations and community groups; ~~((and))~~
- 18 G. To implement the Neighborhood Planning and Assistance Program adopted by
19 Resolution 27709((-)); and
- 20 H. To foster coordination and unity of purpose among neighborhoods, City
21 government and the schools through co-location with the City's Office for
22 Education.

23 Section 19. Section 3.35.030 of the Seattle Municipal Code is amended as follows:



1 **SMC 3.35.030 Director--Functions.**

2 The Director of the Department of Neighborhoods shall manage the department and shall:

- 3 A. Serve as liaison with citizens, neighborhoods and other community organizations;
- 4 B. Manage the City's system of neighborhood ((community)) service centers;
- 5 provide staff for the City Neighborhood Council and district councils; and
- 6 administer the Neighborhood Matching Fund Program and the Neighborhood
- 7 Matching Fund;
- 8 C. Receive complaints and requests for service from citizens and communities and
- 9 work with City departments in resolving them; provide the directory assistance
- 10 function for the City; provide information about City government to the public;
- 11 conduct outreach programs to elicit citizen participation; present neighborhood
- 12 concerns to City departments and strengthen departmental responses to
- 13 neighborhood problems; assure coordinated departmental responses to
- 14 neighborhood concerns; and mediate disputes between City departments and
- 15 affected communities;
- 16 D. Assist communities in understanding and responding to proposed projects and
- 17 activities affecting local land uses and the quality of the neighborhood
- 18 environment; and facilitate community meetings on City issues and actions
- 19 having an impact on neighborhoods;
- 20 E. Assist communities in identifying problems and needs and help them develop,
- 21 coordinate and implement neighborhood plans and other actions to address such
- 22 issues; and report annually to the City Council regarding the status of
- 23 neighborhood plans;



1 F. Provide technical assistance to neighborhoods undertaking general organizing
2 efforts;

3 G. In collaboration with the Mayor, appoint the director of the Office for Education
4 and oversee that office's programs and functions;

5 H. Oversee and direct the Neighborhood Action Team Seattle to foster a multi-
6 department and community engagement approach to solving complex public
7 safety problems;

8 I. Oversee and direct the COMPASS project including the maintenance and use of
9 the associated database;

10 J. ((G-)) Perform such other functions as assigned by the City in its annual budgets or by
11 ordinance from time to time.

12 Section 20. Section 3.64.040 of the Seattle Municipal Code is amended as follows:

13 **SMC 3.64.040 Ancillary powers.**

14 The Planning Commission shall have the power to:

15 A. Select one member as the presiding officer of the Commission for a term of one
16 (1) year. No person shall serve as presiding officer for more than two years;

17 B. Organize itself, establish committees or subcommittees, and delegate duties for
18 the performance of its work;

19 C. Adopt rules of procedure in accordance with the Administrative Code ((Chapter
20 3.02 of the Municipal Code))(((Ordinance 102228) and Section 26.3 of the
21 Zoning Ordinance (Ordinance 86300))) to accomplish its functions;

22 D. Use ((Obtain)) administrative support and staff provided by the Department of
23 Design, Construction and Land Use as well as technical support from other



1 appropriate City departments and offices as necessary to assist the Commission in
2 the performance of its functions, maintenance of its records, conduct of official
3 correspondence, arrangement for meetings ((-)) and preparation of estimates of
4 expenditures ((-and administration of any)) for use by the Director of Design
5 Construction and Land Use in preparation of the Department's annual budget ((of
6 the Commission)); and

- 7 E. Provide input to the Department in selection of staff to support the Commission
8 and approve the selection and assignment of the principal staff person.
9 ((Authorize payment of expenses incurred in the course of its activities, including
10 reimbursement of expenditures by its members.))

11 Meetings of the Commission, the minutes of its proceedings, and its findings and
12 recommendations shall be open to the public.

13 Section 21. Section 3.12.030 of the Seattle Municipal Code is amended as follows:

14 **SMC 3.12.030 Director's duties.**

15 Under the direction of the Mayor, the functions of the Director of Transportation
16 include:

- 17 A. Making transportation surveys, maps, profiles, plans, specifications, estimates and
18 reports as required by the City;
- 19 B. Laying out, directing and supervising the construction of transportation public
20 works required by the City within the City and on property belonging to or
21 controlled by the City, except as otherwise provided by ordinance placing such
22 responsibility in another department;



- 1 C. Superintending, managing, constructing, repairing, maintaining, cleaning and
2 controlling bridges, wharves, streets, gutters, sidewalks;
- 3 D. Enforcing and implementing City ordinances, contracts, and rules that relate to
4 Seattle Transportation;
- 5 E. Appointing, supervising and controlling the officers and employees of ((the))
6 Seattle Transportation subject to personnel ordinances and rules of the City;
- 7 F. Conducting transportation planning; coordinating with and assisting Metropolitan
8 King County in transit activities; participating in regional transportation planning;
9 operating programs and activities to reduce traffic congestion, including among
10 other activities, encouragement of carpools, vanpools, ride sharing, the use of
11 transit or traveling at other than peak hours, and furthering bicycling and other
12 modes of travel;
- 13 G. Maintaining a repository of City survey, graphic, climatic, soils and engineering
14 records; of plans and construction notes of all work in street area;
- 15 H. Managing, coordinating and staffing major transportation - related projects;
- 16 I ((H)). Performing such other functions as assigned by the City.

17 If the Director does not possess at least ten (10) years' experience in civil engineering, he or she
18 shall appoint and consult on all engineering matters with an assistant who is a professional
19 engineer and has such experience.

20 Section 22. Section 3.38.010 of the Seattle Municipal Code is amended as follows:

21 **SMC 3.38.010 Department established-- Functions, powers, and authority.**

22 There is established a Department of Finance to exercise general supervision over the
23 financial affairs of the City; administer and enforce laws and ordinances relating to weights,



1 measures, and consumer protection; administer the City's public works contracting processes and
2 execute contracts for public works projects; administer the contractor processes of and execute
3 and manage contracts for all supplies, material, equipment and services required by City
4 agencies, and the disposition of property, equipment, supplies, and material other than art works
5 that are surplus to the City's needs; administer and enforce law and City ordinances relating to
6 contract compliance and animal control; direct City budgeting, revenue forecasting, and
7 economic analysis activities, and license for regulation and/or revenue unless law or ordinance
8 vests such power elsewhere.

9 The head of the Department of Finance shall be the Director of Finance. As of January 1,
10 2001, all references to "Finance Department," "Finance Director," "Purchasing Agent,"
11 "Department of Administrative Services," "Comptroller," "Department of Licenses and
12 Consumer Affairs," "Director of Licenses and Consumer Affairs," or "Board of Public Works"
13 shall be deemed to be a reference to "Department of Finance" or "Director of Finance" as may
14 be applicable, except where the historical reference to "Finance Department," "Finance
15 Director," "Purchasing Agent," "Department of Administrative Services," "Comptroller,"
16 "Department of Licenses and Consumer Affairs," "Director of Licenses and Consumer Affairs,"
17 or "Board of Public Works" is called for by context. The City's Code Reviser is authorized to
18 amend the Seattle Municipal Code over time as he or she deems appropriate in order to carry out
19 this reference change. The Director of Finance's functions and powers include the following:

- 20 A. Maintaining the City's financial accounts and records, issuing financial statements
21 on behalf of the City, establishing accounting policies and procedures for City
22 departments, and monitoring departmental compliance therewith;



- 1 B. Producing the City's comprehensive annual financial report in a timely manner
2 and in accordance with generally accepted accounting principles;
- 3 C. Keeping the City Treasury, receiving and disbursing all money belonging to the
4 City, unless otherwise expressly provided by state law or City ordinance;
5 collecting funds due to the City when the function has not been assigned to
6 another City department; preparing and disbursing the payroll after receiving
7 proper certification from departments; and performing the duties assigned by state
8 statute to a city treasurer;
- 9 D. Investing funds in excess of the City's current needs, forecasting cash balances
10 and needs, depositing and managing cash, and administering trust accounts that
11 are not assigned to any other department;
- 12 E. Managing City borrowing, executing and issuing all appropriate documents
13 including contracts and other documents for and on behalf of the City in
14 connection with the issuance of bonds and other debt instruments as authorized by
15 ordinance or resolution, retaining financial and other necessary consultants,
16 keeping all necessary registers of creditors, and arranging for repayment of debts;
17 and overseeing payment of federal and state taxes;
- 18 F. Providing technical assistance, training, and support to City departments in
19 performing financial functions;
- 20 G. Selecting qualified public depositories for the deposit of City moneys as
21 contemplated by RCW Chapter 39.58;
- 22 H. Certifying City officers or employees as cashiers for receiving and depositing
23 funds due to the City, establishing criteria for their certification and internal



1 controls for cash management, suspending or withdrawing their certification, and
2 pursuing remedies available at law in the event of loss;

3 I. Accepting and depositing donations to the City for its trust accounts, accepting
4 anonymous donations of cash to the City, and accepting unrestricted donations of
5 funds from identified donors in an amount up to One Thousand Dollars (\$1,000);

6 J. Arranging for withholding and payment of applicable federal and state taxes;

7 K. Promulgating rules and regulations in accordance with the City's Administrative
8 Code (Chapter 3.02; Ordinance 102228, as amended) as deemed necessary to
9 carry out the functions in Sections 3.38.010 through 3.38.080;

10 L. Performing such other activities as may be assigned by ordinance or delegated by
11 the Executive Services Director from time to time ;((-))

12 M. Manage the preparation of the proposed budget for the department, authorize
13 appropriate expenditures and carry out the adopted budget, develop and manage
14 programs, and undertake authorized activities;

15 N. Be the Budget Director as referenced in Chapter 35.A RCW and prepare the
16 Mayor's proposed budgets and revenue forecasts for submission to the Council,
17 giving guidance as appropriate to other City departments, offices, boards, and
18 commissions in the preparation of their proposed budgets;

19 O. Provide strategic financial analysis, including debt management, economic and
20 revenue forecasting, and special analysis of trends and events;

21 P. Provide financial and programmatic monitoring of public corporations established
22 pursuant to Chapter 3.110 SMC;
23



1 Q. (~~(P.)~~) Issue, deny, suspend, and revoke licenses for regulatory or revenue purposes
2 according to law;

3 R. (~~(Q.)~~) In the administration of public works contracting processes, require that all
4 public works activities and contracts for public works projects are developed and
5 carried out in a manner consistent with applicable state law and City ordinances.
6 In case of an emergency requiring public works contracts, the Director of Finance
7 or his or her designee is authorized to declare the existence of an emergency
8 situation, waive competitive bidding requirements, and award public works
9 contract necessary to address the emergency;

10 S. (~~(R.)~~) Consistent with this title and as otherwise authorized by ordinance, administer
11 the City's purchasing and contracting processes, including solicitation of offers
12 and proposals, and administration and enforcement of agreements made; execute
13 contracts for and on behalf of the City of public works projects, purchasing of
14 supplies, materials, equipment and maintenance services, expert and consultant
15 services, and disposition of property, equipment, supplies, and material, other
16 than art works, that are surplus to the City's needs;

17 T. (~~(S.)~~) Provide risk management and insurance services;

18 U. (~~(T.)~~) At his or her discretion or as otherwise authorized by ordinance, delegate any or
19 all of the powers granted in Sections 3.38.010 Q and 3.38.010 R to other
20 departments, including but not limited to the authority to execute or administer
21 classes of or individual portions of contracts.

22 **AMENDMENTS TO 2002 BUDGET AND CITY POSITION LIST**

23



1 Section 23. In order to pay for necessary costs and expenses in 2002 for functions
 2 shifted from the Strategic Planning Office and for support of the Planning Commission, the
 3 following Lines of Business are created, Comprehensive Plan/Regional Planning (U2900) and
 4 Planning Commission (TBD), and appropriations for the following Lines of Business in the 2002
 5 Budget of the Department of Design, Construction and Land Use are increased as follows:

Fund	Line of Business	Amount
Design, Construction and Land Use Fund (15700)	Comprehensive Plan/Regional Planning (U2900)	\$218,761
Design, Construction and Land Use Fund (15700)	Land Use Policy/Code Development (U 2100)	\$132,224
Design, Construction and Land Use Fund (15700)	Urban Design (U2700)	\$167,160
Design, Construction and Land Use Fund (15700)	Planning Commission (TBD)	\$102,083

12 The associated cash transfer authorized in Section 23 of this ordinance supports these additional
 13 appropriations.

14 Section 24. To support the appropriation made in Section 22 above, cash is hereby
 15 transferred from the General Subfund to the Design, Construction and Land Use Fund as shown
 16 in the following table:

Fund	Amount Authorized
Design, Construction and Land Use Fund (15700)	\$620,228 transferred in
General Subfund (00100)	\$620,228 transferred out

20 Section 25. In order to pay for necessary costs and expenses in 2002 for functions
 21 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
 22 in the 2002 Budget of Seattle Transportation is increased as follows:

Fund	Line of Business	Amount
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Transportation Operating Subfund (10310)	Transportation Infrastructure (18003)	\$416,075
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The associated cash transfer authorized in Section 25 of this ordinance supports this additional appropriation.

Section 26. To support the appropriation made in Section 24 above, cash is hereby transferred from the General Subfund to the Transportation Operating Subfund as shown by the following table:

Fund	Amount Transferred
Oper Tr IN-FR General Fund (587001)	\$416,075 transferred in
Transfer General Fund to Transportation Fund (Q5971031)	\$416,075 transferred out

Section 27. In order to pay for necessary costs and expenses in 2002 for functions shifted from the Strategic Planning Office, the appropriation for the following Lines of Business in the 2002 Budget of the Department of Neighborhoods are increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Administration (I3100)	\$47,918
General Subfund (00100)	Research & Prevention (I3600)	\$233,044
General Subfund (00100)	Office For Education (I3700)	\$616,172

Section 28. In order to pay for necessary costs and expenses in 2002 for functions shifted from the Strategic Planning Office, the appropriation for the following Line of Business in the 2002 Budget of the Department of Finance is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Finance (A80)	\$132,126



1 Section 29. In order to pay for necessary costs and expenses in 2002 for functions
2 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
3 in the 2002 Budget of the Office of Economic Development is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Office of Economic Dev. (X1D)	\$103,643

4
5
6 Section 30. In order to reflect the fact that Strategic Planning Office functions are
7 being shifted to other departments during 2002, the appropriation for the following Line of
8 Business in the 2002 Budget of the Strategic Planning Office is decreased as follows:

Fund	Line of Business	AMOUNT
General Subfund (00100)	Strategic Planning (X8M)	(\$4,364,771)

9
10
11 If, during 2002 but after the final closeout of the Strategic Planning Office, there remains
12 any unexpended and unencumbered appropriation for the Strategic Planning Office, the Director
13 of the Office of Policy and Management shall present an ordinance for City Council
14 consideration directing the disposition of any such appropriation.

15
16 Section 31. In recognition of the fact that administrative support for the Seattle
17 Planning Commission will be provided by the Department of Design, Construction and Land
18 Use, the appropriation for the following Line of Business in the 2002 Budget of the Seattle
19 Planning Commission is reduced as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Planning Commission (VIP)	(\$138,038)

20
21
22 If, during 2002 but after the final closeout the Planning Commission (VIP) line of
23 business in the General Subfund, there remains any unexpended and unencumbered



1 appropriation, that appropriation, but not exceeding \$20,000, is hereby transferred to the 2002
2 budget of DCLU. To support that transfer, a corresponding amount of cash shall be transferred
3 from the General Subfund to the Design, Construction and Land Use Fund (15700) Fund for
4 administrative support of the Planning Commission.

5 Section 32. In order to provide funding for the Office of Policy and Management for
6 the remainder of 2002, the following additional appropriation is added to the 2002 Budget as
7 follows:

Fund	Line of Business	Amount
General Subfund (00100)	Policy and Management (TBD)	\$1,198,857

8
9
10
11 Section 33. In order to pay for necessary costs and expenses in 2002 for functions shifted
12 from the Strategic Planning Office, the appropriation for the following Line of Business in the
13 2002 Budget of the Mayor's Office is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Mayor's Office (X1A)	\$50,390

14
15
16 Section 34. Responsibility for carrying out the various agreements under which the
17 City received the following grants and other resources is reallocated to receiving departments to
18 be carried out as part of the respective and lines of business indicated below and the 2002 budget
19 appropriations of receiving departments are increased accordingly:

Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
2001 Racial Profiling Project	General Fund	Policy and Management (TBD)	\$100,000
2000 Northgate Beyond Master	General Fund	Policy and Management (TBD)	\$7,700



Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
Plan			
2000 Earmark Project	General Fund	DON (I3600)	\$1,800
2000 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$5,000
2000 Project Liftoff Opportunity Fund	General Fund	DON (I3700)	\$161,500
2001 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$41,100
2001 Community Learning Centers	General Fund	DON (I3700)	\$100,000
2000 N. Rainier Roundabout	General Fund	Trans (18003) (Fund 10310)	\$24,000
1999 Intermediate Capacity Transit Study	General Fund	Trans (18003)(Fund 10310)	\$32,667
1999 Livable Cities Initiative	General Fund	Trans (18003)(Fund 10310)	\$45,225
2000 TDM	General Fund	Trans (18003)(Fund 10310)	\$565,364

The grant amounts shown above are estimates only. The actual amount available will be determined at the time of close out of the Strategic Planning Office. The Director of Finance or his successor as custodian of the City Treasury is authorized and directed to make the necessary cash transfers and accounting entries as determined by the Director or his successor to reflect the changes in responsibility for grant funds as depicted above.

Section 35. To reflect the fact that the location of the Office for Education is shifted from the Strategic Planning Office to the Department of Neighborhoods, the Department of Neighborhoods/Office for Education is hereby authorized to charge the Education &



1 Developmental Services Fund (Fund 17855) under Summit Code XH210 for the Education,
2 Children, and Families Program.

3 Section 36. The City Position List is amended as follows:

4 A. To provide personnel resources to handle the anticipated work associated with the
5 creation of the Office of Policy and Management, the following new positions are
6 created in the Office of Policy and Management in the Executive Department:

7	Number of Positions	FTE per Position	Title
8	1	1.0	Executive 3, Exempt
9	1	1.0	Executive 2, Exempt
10	5	1.0	Strategic Advisor 3, Exempt
11	4	1.0	Strategic Advisor 2, Exempt
12	1	1.0	Executive Assistant, Exempt
13	1	1.0	Administrative Staff Assistant, Exempt
14	1	1.0	Administrative Specialist II, Exempt

15 In addition, the following position and its incumbent, if any, is transferred from the
16 Strategic Planning Office to the Mayor's Office:

17	Number of Positions	FTE per Position	Title
18	1	1.0	Strategic Advisor 2, Exempt (Pocket # 00015987)

19
20 B. To provide personnel resources to handle the anticipated work associated with the
21 transfer of planning and other functions to the Department of Design,
22 Construction and Land Use (DCLU), the following new positions are created in
23 DCLU:



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Number of Positions	FTE per Position	Title
1	1.0	Manager 3
1	1.0	Sr. Urban Design Planner
2	1.0	Planning & Development Supervisor
1	1.0	Sr. Planning & Development Specialist (two year limited term)
3	1.0	Sr. Planning & Development Specialist
2	1.0	Planning & Development Specialist II
2	0.5	Administrative Specialist I

In addition, for the purpose of providing staff support for the Planning Commission, the following positions and their incumbents, if any, are transferred from the Planning Commission to the Department of Design, Construction and Land Use and assigned to the Planning Commission Line of Business:

Number of Positions	FTE per Position	Title
1	1.0	Manager 2, Exempt (Position #00010604)
1	1.0	Planning Commission Analyst (Position #10001262)

In addition, further administrative support for the Planning Commission shall be provided by the Department of Design, Construction and Land Use from existing resources, including those created by this ordinance.



C. To provide personnel resources to handle the anticipated work associated with the transfer of transportation planning, project management and other functions to Seattle Transportation, the following new positions are created in Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
2	1.0	Strategic Advisor3
3	1.0	Sr. Transportation Planner
1	1.0	Associate Transportation Planner
2	0.5	Associate Transportation Planner
1	1.0	Strategic Advisor 2
1	0.5	Sr. Transportation Planner
1	1.0	Administrative Specialist II

In addition, the following positions and their incumbents, if any, supported by Sound Transit grant funds, are transferred from the Strategic Planning Office to Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 3, Exempt (Pocket #10001395)
2	1.0	Strategic Advisor 1, Exempt (Pocket #10001397 and 10001399)

D. To provide personnel resources to handle the anticipated work associated with the transfer of project management functions and personnel support services for the Executive Department to the Office of Economic Development (OED) the following positions are created in OED:



Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, General Government
1	1.0	Personnel Specialist, Assistant

E. To provide personnel resources to handle the anticipated work associated with the transfer of the Office for Education, Neighborhood Action Team Seattle, and the COMPASS projects, the following positions and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Neighborhoods:

Number of Positions	FTE per Position	Title
1	1.0	Executive 1, Exempt (Pocket # 00023646)
1	1.0	Strategic Advisor 3, Exempt (Pocket # 10001112)
2	1.0	Strategic Advisor 2, Human Service (Pocket # 00023647 and 00023648)
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00026692)
1	1.0	Strategic Advisor 1, Human Services (Position # 00025123)
1	1.0	Administrative Staff Assistant, (Pocket # 10001114)
1	1.0	Administrative Specialist II (Pocket # 00023649)
1	0.5	Accountant, BU (Pocket # 00023945)
1	1.0	Strategic Advisor 1, Exempt (Pocket # 10001113)

F. To provide personnel resources to handle the anticipated work associated with the transfer of the financial management and accounting functions to the Department of Finance, the following positions, and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Finance or, if the



1 Department of Executive Administration has been created, then to that new
2 Department

Number of Positions	FTE per Position	Title
1	1.0	Sr. Financial Analyst (Pocket # 00023490)
1	1.0	Accountant, BU (Pocket # 00017339)

6 In addition, for the purpose of financial and programmatic monitoring of public
7 corporations established pursuant to Chapter 3.110 SMC, the following new position is created
8 in the Department of Finance or, if the Department of Executive Administration has been
9 created, then to that new Department

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, Exempt

12 **AMENDMENTS TO OTHER PARTS OF THE MUNICIPAL CODE**

13 Section 37. Section 4.13.010 of the Seattle Municipal Code is amended to establish
14 that all positions in the Office of Policy and Management are exempt:

15 **SMC 4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems.**

16 In addition to those positions exempted by statute, City Charter, or other ordinance
17 provision (elected officers, officers appointed pursuant to the City Charter, assistant City
18 attorneys, heads of employing units, members of boards and commissions established by the City
19 Charter, members of boards and commissions established by ordinance, positions excluded from
20 the Public Safety Civil Service System pursuant to SMC Section 4.08.060, system-wide
21 exemptions provided for in SMC Section 4.13.020, and library employees), the positions of City
22 employment listed in the subsections of this section requiring a particularly high degree of
23 professional responsiveness and individual accountability, or requiring a confidential or fiduciary



1 relationship with the appointing authority, or being judicial positions requiring insulation as a
2 third branch of government, are hereby declared to be exempt from the Seattle Municipal Code
3 Chapters 4.04, 4.08, and the rules of the Personnel Department and the Public Safety Civil
4 Service Commission regarding examination, selection, discipline, termination, and appeals.

5 ***

6 7. Executive

7 Administrative Staff Analyst (SPO)
(PosNo. 00020490)

8 Administrative Staff Analyst (SPO)
9 (PosNo. 00026357)

10 Administrative Staff Assistant(OED)
(PosNo. 00024286)

11 Administrative Staff Assistant (OIR)
12 (PosNo. 00015325)

13 Administrative Staff Assistant (OOH)
14 (PosNo. 00017417)

15 All directors of offices in the Executive Department

16 All positions in the Office of the Mayor

17 All positions in the Office of Policy and Management

18 Executive Assistant (OCR)
19 (PosNo. 00024628)

20 ***

21 Section 38. Subsection 5.48.120D of the Seattle Municipal Code is amended as
22 follows:
23



1 **SMC 5.48.120 Taxpayer to keep books and records--Failure to make return or provide**
2 **records--Returns confidential.**

3 ***

3 D. The applications, statements or returns made to the Director pursuant to this
4 chapter shall not be made public, nor shall they be subject to the inspection of any
5 person except the Mayor, the City Attorney, the Finance Director or his or her
6 authorized agent, members of the City Council or their authorized agents, and the
7 Director of the Office of Policy and Management (~~Strategic Planning Office~~) or
8 his or her authorized agent. Returns are also subject to disclosure when the Public
9 Disclosure Act, RCW 42.17.160, et. seq., requires disclosure.

10 Section 39. Subsection 5.44.200B of the Seattle Municipal Code relating to disclosure
11 of certain tax records is amended as follows:

12 **SMC 5.44.200 Returns confidential--Exceptions.**

13 ***

14 B. Authority provided in this chapter to disclose information shall not be construed
15 as authority to give, sell or provide access to lists of individuals for commercial
16 purposes, provided that lists of applicants for professional licenses and of
17 professional licensees shall be made available to professional organizations
18 recognized by their professional examining board upon payment of a reasonable
19 fee therefor. Provided, such returns and information may be subject to inspection,
20 for official purposes only, by the Mayor, City Attorney, Finance Director or his or
21 her authorized agent, the City Auditor or his or her authorized agent, Chief of
22 Police or his or her authorized agent, members of the City Council or their
23 authorized agents, the Director of the Office of Policy and Management



1 ((~~Strategic Planning Office~~)) or his or her authorized agent, and the Executive
2 Director of the Seattle Ethics and Elections Commission or his or her authorized
3 agent, and when in the course of City duties presented to the Commission, to its
4 members; provided that nothing in this section shall prohibit the Executive
5 Director of the Seattle Ethics and Elections Commission from giving such facts or
6 information in evidence in any hearing conducted by the Commission; and
7 provided further that nothing in this section shall prohibit the Finance Director or
8 any member or employee of the Department of Finance from:

- 9 1. Giving such facts or information in evidence in any court action involving
10 the taxes or fees imposed by this chapter or a violation of the provisions
11 hereof or involving another City or state department and the taxpayer; or
- 12 2. Giving such facts and information to the taxpayer or his or her duly
13 authorized agent; or
- 14 3. Publishing statistics so classified as to prevent the identification of
15 individual returns or reports of items thereof; or
- 16 4. Giving such facts or information, for official purposes only, to the
17 Governor of the state, State Attorney General, or to any state department
18 or any committee or subcommittee of the Washington State Legislature
19 dealing with matters of taxation, revenue, trade, commerce, the control of
20 industry or the professions, or to the Prosecuting Attorney of any county
21 in the state, proper officer of the Federal Trade Commission, proper
22 officer of the Internal Revenue Service of the United States, or to the
23 proper officer of the tax department of any state or city or town or county,



1 or to any other authorized representatives of any state or federal law
2 enforcement agencies, but only if the statutes of the United States, or of
3 the state, or of such other state or city or county, as the case may be, grant
4 substantially similar privileges to the tax or law enforcement agencies of
5 The City of Seattle.

6 **UNCODIFIED ORDINANCE**

7 Section 40. Section 6 of Ordinance 118557, as amended by section 38 of Ordinance
8 118912 is further amended as follows:

9 Section 6. Oversight Committee. The Oversight Committee established pursuant to
10 Ordinance 115289, as modified by Ordinance 116430, shall continue in operation to review the
11 expenditure of Proceeds; to advise upon expenditures and allocations for the following year, and
12 to make recommendations on the implementation of particular programs and on any
13 reallocations. The Oversight Committee shall consist of seven (7) members: the Mayor, the
14 Chair of the City Council's Health, Housing, Human Services, Education and Libraries
15 Committee or its successor with respect to education issues, a representative of the Seattle
16 School Board, the Superintendent of the Seattle School District, and three (3) Seattle citizens
17 who shall be appointed by the Mayor and confirmed by the City Council. Appointed members
18 shall serve for a period of three (3) years, commencing at the respective dates of their
19 appointments, subject to reappointment; appointed members shall be discharged from further
20 service by two (2) consecutive unexcused absences, by moving their residence from Seattle, and
21 for other cause. Members shall serve without pay, but may be reimbursed their expenses,
22 including payments for childcare while attending meetings. The Oversight Committee may adopt
23 rules for its own procedures, including the frequency of meetings. The Director of the



1 Department of Neighborhoods (~~Strategic Planning Office~~) shall provide staff and logistical
2 support for the Oversight Committee.

3 REPEALERS

4 Section 41. The following sections of the Seattle Municipal Code and the corresponding
5 ordinances or sections or parts of sections of ordinances, respectively, are repealed on the
6 effective date of this ordinance:

7 3.14.800 - Neighborhood Planning Office - Office established - Purpose

8 3.14.810 - Director of Neighborhood Planning Office - Appointment - Removal

9 3.14.820 - Neighborhood Planning Office - Director duties

10 3.14.830 - Neighborhood Planning Office - Director - Ancillary duties

11 Section 42. The following sections of the Seattle Municipal Code and the corresponding
12 ordinances or sections or parts of sections of ordinances, respectively, are repealed effective June
13 14, 2002:

14 3.14.501 - Strategic Planning Office - Office established - Purpose

15 3.14.540 - Strategic Planning Office - Work Program to be adopted by City Council

16 MISCELLANEOUS PROVISIONS

17 Section 43. It is the express intent of the City Council that, in the event another
18 ordinance has heretofore been enacted that amended any section or subsection of the Seattle
19 Municipal Code amended or recodified herein, that earlier amendment should be effectuated
20 with equal dignity to this ordinance if at all possible in the codification of the Seattle Municipal
21 Code and by the courts, notwithstanding the use in this ordinance of an obsolete version of that
22 part of the Seattle Municipal Code on which to show intended amendments.

23



1 Section 44. In the event any section or subsection of the Seattle Municipal Code
2 purported to be amended or recodified herein has heretofore been repealed, that earlier repeal
3 shall be given full effect, and nothing in this ordinance shall be construed to re-enact or preserve
4 that section or subsection.

5 Section 45. It is the express intent of the City Council that, in the event a subsequent
6 ordinance refers to a position or office that was abolished by this ordinance, that reference shall
7 be deemed to be to the new superseding office or position created by this ordinance, and shall not
8 be construed to resurrect the old position or office unless the subsequent ordinance expressly so
9 provides by reference to this ordinance.

10 Section 46. It is the express intent of the City Council that, in the event a subsequent
11 ordinance refers to or amends a section or subsection of the Seattle Municipal Code amended or
12 recodified herein, but the later ordinance fails to account for the change made by this ordinance,
13 the two sets of amendments should be given effect together if at all possible.

14 Section 47. It is the express intent of the City Council that this ordinance makes only
15 those changes to the Seattle Municipal Code shown by striking out, inside double parentheses,
16 text to be deleted, and underlining text to be added. To this end, errors in showing the pre-
17 existing Seattle Municipal Code text are to be disregarded, and no change in the Seattle
18 Municipal Code is intended thereby.

19 Section 48. The Mayor shall have the power to make all administrative decisions,
20 including, but not limited to, decisions about the timing of the transfer of functions, positions and
21 incumbents, necessary to carry out the intent of this ordinance.

22 Section 49. The City Clerk shall publish in the City's legal newspaper the title and the
23 first seven sections of this ordinance, a numerical tabulation by Seattle Municipal Code number



1 or Ordinance number of the sections or subsections that are amended by sections ten through
2 twenty-two and thirty-seven through thirty-nine of this ordinance, and a listing of the Seattle
3 Municipal Code sections or subsections repealed as listed under the caption "Repealers" as the
4 summary of this ordinance, and state as part of that publication that the entire text may be
5 examined electronically at <http://clerk.ci.seattle.wa.us> on the Internet, or in paper form at the
6 offices of the City Clerk, First Floor, Seattle Municipal Building, 600 Fourth Avenue, Seattle,
7 WA 98104, or will be mailed upon request.

8 Section 50. The several provisions of this ordinance are declared to be separate and
9 severable and the invalidity of any clause, sentence, paragraph, subdivision, section, or portion of
10 this ordinance, or the invalidity of the application thereof to any person or circumstance, shall
11 not affect the validity of the remainder of this ordinance or the validity of its application to other
12 persons or circumstances.

13 Section 51. Any act consistent with the authority and prior to the effective date of this
14 ordinance is hereby ratified and confirmed.

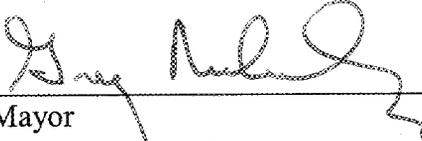
15 Section 52. This ordinance shall take effect and be in force thirty (30) days from and
16 after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10)
17 days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

18 Passed by a two-thirds (2/3) vote of all the members of the City Council the 15th day of
19 April, 2002, and signed by me in open session in authentication of its passage this
20 15th day of April, 2002

21 
22 President of the City Council
23

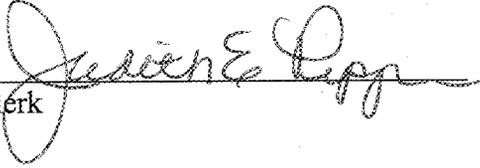
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Approved by me this 20 day of April, 2002



Mayor

Filed by me this 22nd day of April, 2002



City Clerk

(SEAL)





City of Seattle

Gregory J. Nickels, Mayor

Office of the Mayor

March 27, 2002

Honorable Peter Steinbrueck
President
Seattle City Council
Municipal Building, 11th Floor

Dear Council President Steinbrueck:

The purpose of this letter is to transmit the attached ordinance for Council consideration.

The proposed legislation creates a new Office of Policy and Management (OPM), abolishes the existing Strategic Planning Office (SPO) and transfers existing SPO functions to other departments. Overall, this proposed reorganization is budget neutral.

I believe that this reorganization will result in a more effective and accountable City government. Moving transportation planning to Seattle Transportation will help catalyze that organization's transformation into a high-performance, proactive agency that can help us improve Seattle's mobility. Similarly the move to integrate all land use and Comprehensive Plan work with the existing design and land use code sections of DCLU will result in both better planning and improved regulation.

I am also excited about the potential of the functional transfers proposed for the Department of Neighborhoods. I want DON to work with Seattle's diverse communities to create and maintain strong neighborhoods characterized by excellent neighborhood schools, improved public safety and active citizen participation.

This ordinance also establishes a new Office of Policy and Management that I believe will greatly strengthen City government's overall management effectiveness. The policy support provided will strengthen Mayor and Council decision-making. In addition, the office will work across departments to ensure accountability for results and will facilitate the integration of diverse disciplines and perspectives in decision-making and in our approaches to project management.

Together we face many challenges. We must look for ways to accomplish more for our citizens each day – even in this time of extreme budget pressure. I look forward to working collaboratively with you on the issues we confront and I would greatly appreciate your expeditious passage of this requested re-organization.

Thank you for your consideration of this legislation. Should you have questions please contact Mary Jean Ryan at 684-8069 or Glenn Whitham at 684-8036.

Sincerely,

GREG NICKELS
Mayor of Seattle

600 Fourth Avenue, 12th Floor, Seattle, WA 98104-1873

Tel: (206) 684-4000, TDD: (206) 684-8811, Fax: (206) 684-5360, E:mail: mayors.office@ci.seattle.wa.us

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Fiscal Note

Each piece of legislation that is financial in nature requires a fiscal note. The fiscal note should be drafted by department staff and should identify operating, capital, revenue, and FTE impacts of the legislation. After preparation by departmental staff, the City Budget Office will review and make necessary revisions before transmittal to Council.

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Strategic Planning Office	Glenn Whitham (4-8036)	Janet Credo (4-8687)

Legislation Title:

An ordinance relating to the organization of the executive branch of City government; abolishing the Strategic Planning Office in the Executive Department and vesting the responsibility for certain functions now performed by that office in other executive agencies; creating a new policy office in the Executive Department and defining its purposes and functions; moving the functions of the Office for Education to the Department of Neighborhoods; lodging administrative support for the City Planning Commission in the Department of Design, Construction and Land Use; amending the City position list by abrogating, creating and transferring positions; amending the 2002 adopted budget; amending, repealing and adding an array of provisions throughout the Seattle Municipal Code in connection with the reorganization and to correct obsolete references; making certain positions exempt from the Civil Service; making provision for transition; and repealing obsolete code provisions dealing with the Neighborhood Planning Office, all by a two-thirds vote of the City Council.

Summary of the Legislation:

The proposed legislation creates a new Office of Policy and Management (OPM), abolishes the existing Strategic Planning Office (SPO) and transfers existing SPO functions to other departments.

Background (Include justification for the legislation and funding history, if applicable):

The planning and policy functions have been organized in many different ways over the years. Numerous re-organizations have involved moving the City's planning, policy, and project management functions into more or less centralized constructs. This constant evolution is to be expected given the changing nature of issues facing the City, the differing priorities and styles of past Mayors and the different place the City finds itself on the "planning-to-implementation pendulum."

This proposal does not purport to be the "only way" this work can be accomplished. It does, however, attempt to organize staff resources in a manner that will enable the City to focus on the



major challenges and opportunities we will face in the upcoming years. The proposed reorganization will result in a more effective and accountable City government.

Public Private Partnership Review Status:

Is the project referenced in the legislation subject to P4 review? If yes, identify P4 review to date.

No.

Is the legislation subject to public hearing requirements? If yes, what public hearings have been held to date?

No.

Fiscal Sustainability Issues (related to grant awards): N/A

Estimated Expenditure Impacts:

FUND (List # and/or Account)	2002	2003	2004
DCLU Operating Fund (15700)	\$599,302	TBD*	TBD*
Transportation Operating Fund (10310)	\$1,083,331	TBD*	TBD*
Department of Neighborhoods (00100)	\$1,206,534	TBD*	TBD*
Office of Economic Development (00100)	\$103,643	TBD*	TBD*
Department of Finance (00100)	\$81,736	TBD*	TBD*
Office of Policy & Management (proposed)	\$1,428,263	TBD*	TBD*
Strategic Planning Office (00100)	(\$4,364,771)	TBD*	TBD*
Planning Commission (00100)	(\$138,038)	TBD*	TBD*
TOTAL	\$0		

* TBD – To be determined in the 2003-04 Budget process.

One-time \$ \$1,183,635** On-going \$ \$3,319,174***

** One-time figure reflects non-General Fund resources, excluding F&E Levy resources..

*** On-going figure reflects General Fund resources.

Estimated Revenue Impacts: N/A

FUND (List # and/or Account)	2002	2003	2004
TOTAL			

One-time \$ _____ On-going \$ _____



Estimated FTE Impacts:

FUND (List # and/or Account)	2002	2003	2004
DCLU Operating Fund (15700)	12.5		
Transportation Operating Fund (10310)	13.5		
Department of Neighborhoods (00100)	9.5		
Office of Economic Development (00100)	2.0		
Department of Finance (00100)	2.0		
Office of Policy & Management (proposed)	15.0		
Strategic Planning Office (00100)	-53.5		
Planning Commission (00100)	-3.0		
TOTAL	-2.0		

Full Time _____ # Part Time _____ # TES _____

Do positions sunset in the future? If yes, identify sunset date?

Yes. The grant funded positions are created only so long as grant funds support them, and the demographer position (Sr. Planning and Development Specialist) created in DCLU is limited to a two year term in order to complete Census work.

Other Issues (including long-term implications of the legislation):

N/A



Margaret Carter - Fwd: Slightly revised ordinance

From: Krista Bunch
To: Margaret Carter
Date: 3/27/2002 5:02 PM
Subject: Fwd: Slightly revised
CC: Theresa Dunbar

Can this be substituted before introduction on Monday? Let me know.

Thank you,
Krista



Margaret Carter - Slightly revised ordinance

From: Glenn Whitham
To: Bunch, Krista; Evans, Kirsten
Date: 3/27/2002 4:59 PM
Subject: Slightly revised ordinance
CC: Carter, Margaret; Glynn, Bryan

Please find attached a slightly revised ordinance that has the proper name and underlining in section "SMC 3.14.521." Please let me know if this causes any problems.....the only affected pages are 5 and 6....thanks



CB 114134

Title of proposed SPO reorg ordinance as of 3/26/02:

APR 1 - 2002

Finance, Budget, Business
& Labor Committee
DRAGO

AN ORDINANCE relating to the organization of the executive branch of City government; abolishing the Strategic Planning Office in the Executive Department and vesting the responsibility for certain functions now performed by that office in other executive agencies; creating a new policy office in the Executive Department and defining its purposes and functions; moving the functions of the Office for Education to the Department of Neighborhoods; lodging administrative support for the City Planning Commission in the Department of Design, Construction and Land Use; amending the City position list by abrogating, creating and transferring positions; amending the 2002 adopted budget; amending, repealing and adding an array of provisions throughout the Seattle Municipal Code in connection with the reorganization and to correct obsolete references; making certain positions exempt from the Civil Service; making provision for transition; and repealing obsolete code provisions dealing with the Neighborhood Planning Office, all by a two-thirds vote of the City Council.



Margaret Carter - Fwd: Attached is the ord title....

From: Krista Bunch
To: Margaret Carter
Date: 3/27/2002 9:50 AM
Subject: Fwd: Attached is the ord

Here is the title. I should have the legislation by 10:30 or 11am.

Thank you,
Krista



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ORDINANCE _____

AN ORDINANCE relating to the organization of the executive branch of City government; abolishing the Strategic Planning Office in the Executive Department and vesting the responsibility for certain functions now performed by that office in other executive agencies; creating a new policy office in the Executive Department and defining its purposes and functions; moving the functions of the Office for Education to the Department of Neighborhoods; lodging administrative support for the City Planning Commission in the Department of Design, Construction and Land Use; amending the City position list by abrogating, creating and transferring positions; amending the 2002 adopted budget; amending, repealing and adding an array of provisions throughout the Seattle Municipal Code in connection with the reorganization and to correct obsolete references; making certain positions exempt from the Civil Service; making provision for transition; and repealing obsolete code provisions dealing with the Neighborhood Planning Office, all by a two-thirds vote of the City Council.

NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

ABOLITION OF STRATEGIC PLANNING OFFICE ("SPO"), ASSIGNMENT OF CERTAIN FORMER SPO FUNCTIONS AND CREATION OF A NEW OFFICE OF POLICY AND MANAGEMENT

Section 1. From and after the effective date of this ordinance, except as provided elsewhere in this or another ordinance, all continuing functions, responsibilities, duties, agreements, obligations, authorizations, powers, equipment and records of the Strategic Planning Office shall be carried out and maintained by other City departments and offices as designated in this ordinance. On June 14, 2002, the Strategic Planning Office is abolished and all positions in that office not transferred by ordinance are abrogated as of that date.

Section 2. Effective June 1, 2002 or the effective date of this ordinance, whichever is later, the following functions and duties previously carried out by the Strategic Planning Office shall be the responsibility of the Department of Design Construction and Land Use: 1) all



1 functions and duties related to urban planning including, but not limited to, monitoring and
2 updating of the Comprehensive Plan and the shoreline master program as well as carrying out
3 neighborhood and sub-area land use planning; 2) the provision of staff and administrative
4 support to the Seattle Planning Commission.

5 Section 3. Effective June 1, 2002 or the effective date of this ordinance, whichever is
6 later, the following functions and duties previously carried out by the Strategic Planning Office
7 shall be the responsibility of Seattle Transportation: 1) all functions and duties related to
8 transportation, transit and parking planning and inter-governmental and inter-agency
9 coordination on transportation programs, projects and issues; 2) management and oversight of
10 major transportation - related projects.

11 Section 4. Effective May 1, 2002 or the effective date of this ordinance, whichever is
12 later, the following functions and duties previously carried out by the Strategic Planning Office
13 shall be the responsibility of the Department of Neighborhoods: 1) all functions and duties now
14 performed by the Office for Education, including but not limited to functions and duties
15 associated with the Families and Education Levy; 2) all functions and duties now performed by
16 Neighborhood Action Team Seattle program as well as the provision of contract resources for the
17 Seattle Neighborhood Group; 3) all functions and duties related to the Community Mapping,
18 Planning, and Analysis for Safety Strategies (COMPASS) program.

19 Section 5. Effective May 1, 2002 or the effective date of this ordinance, whichever is
20 later, the following functions and duties previously carried out by the Strategic Planning Office
21 shall be the responsibility of the Department of Finance: all functions and duties associated with
22 financial monitoring of public development authorities and accounting support for the Executive
23 Department.



1 Section 6. Effective May 1, 2002 or the effective date of this ordinance, whichever is
2 later, operational liaison with individual public development authorities previously carried out by
3 the Strategic Planning Office shall be the responsibility of the appropriate City department or
4 office as assigned by the Mayor.

5 Section 7. Effective May 1, 2002 or the effective date of this ordinance, whichever is
6 later, the following functions and duties previously carried out by the Strategic Planning Office
7 shall be the responsibility of the Office of Economic Development: all functions and duties
8 associated with personnel support for the Executive Department.

9 Section 8. From and after the effective date of this ordinance, there shall be a new
10 office in the Executive Department known as the Office of Policy and Management.

11 **TRANSITIONAL PROVISIONS**

12 Section 9. From and after the effective date of this ordinance, all rules, regulations,
13 notices, and proceedings in effect on that date with respect to activities carried on by the
14 Strategic Planning Office shall continue in effect, unless and until they expire of their own terms
15 or are superseded, but the powers and responsibilities of the Director of the Strategic Planning
16 Office shall be performed by the appropriate Director or other office according to the nature of
17 the activity, unless otherwise provided by this or another ordinance.

18 Section 10. Unless otherwise provided by this or other ordinance or by resolution, the
19 Director of the Strategic Planning Office shall be succeeded on existing advisory or oversight
20 committees, boards or task forces established by ordinance or resolution of the City Council, or
21 by action of the Mayor independent of City ordinance or resolution, by the appropriate director,
22 according to the nature of the committee, board or task force. The Mayor shall determine in each
23 instance which director shall serve on the committee.



BASIC CODE PROVISIONS FOR OFFICE OF POLICY AND MANAGEMENT AND REASSIGNED FORMER STRATEGIC PLANNING OFFICE FUNCTIONS.

Section 11. Subchapter III of Chapter 3.14 of the Seattle Municipal Code is redesignated "Office of Policy and Management" and a new section 3.14.502 is added to the Seattle Municipal Code as follows:

3.14.502 Office established-Purpose.

There is established in the Executive Department an Office of Policy and Management. The purposes of the Office of Policy and Management are as follows:

- A. To develop and analyze City policy positions and assist the Mayor and City Council in the formulation of policy positions on major issues facing the City in areas including, but not limited to, public safety, mobility, physical development, natural environment, community health and the human condition;
- B. To coordinate and lead citywide initiatives and projects that cut across the roles and responsibilities of multiple City departments, including, but not limited to, complex real estate development projects that require the participation of a variety of disciplines;
- C. To develop partnerships that will serve to carry out City goals, taking advantage of the talent and perspective of various private, public and community partners;
- D. To monitor and, if possible, influence critical external factors that affect Seattle's economy and demographics and recommend appropriate strategies;
- E. To assist the Mayor in developing accountability agreements with departments and to work with departments to assure progress on Mayoral priorities;
- F. To represent the Mayor at various internal and external forums;



- 1 G. To coordinate the appointments and appointment process for municipal boards
2 and commissions.

3 Section 12. Section 3.14.510 of the Seattle Municipal Code is retitled to refer to the
4 "Office of Policy and Management" and is amended as follows:

5 **SMC 3.14.510 Director of the Office of Policy and Management--Appointment--Removal.**

6 The Director of the Office of Policy and Management (~~(Strategic Planning Office)~~) shall
7 be appointed by the Mayor, subject to confirmation by a majority vote of all members of the City
8 Council, and may be removed by the Mayor upon filing a statement of his or her reasons therefor
9 with the City Council.

10 Section 13. Section 3.14.521 of the Seattle Municipal Code is amended as follows:

11 **SMC 3.14.521 Director--Duties.**

12 Under the direction of the Mayor, the duties of the Director of the Office of Policy and
13 Management (~~(Strategic Planning Office)~~) are as follows:

- 14 A. Oversee and manage the functions of the Office of Policy and Management
15 (~~(Strategic Planning Office)~~) as set forth in Section 3.14.502 (~~(Section 3.14.501)~~);
16 and

- 17 B. Develop an annual work plan that is based on a joint Council-Mayor Annual
18 Citywide Policy Priorities Resolution. The target date for the completion of such
19 resolution will be by the end of the first quarter of each calendar year. This
20 resolution will reflect the major issues the Council and Mayor want to address
21 during the coming year and will provide the basis for the Office of Policy and
22 Management work program as it relates to policy development. Furthermore, the
23 Director of the Office of Policy and Management will confer with the Council



1 President and Committee Chairs on the approach to the work undertaken by the
2 Office of Policy and Management (~~Such other functions and duties as may be~~
3 ~~assigned by ordinance~~)).

4 Section 14. Section 3.14.530 of the Seattle Municipal Code is amended as follows:

5 **SMC 3.14.530 Director--Ancillary duties.**

6 In order to carry out office functions, the Director of the Office of Policy and
7 Management (~~Strategic Planning Office~~) shall have the power to:

- 8 A. Appoint, remove, assign, supervise, and control officers and employees in the
9 Office of Policy and Management (~~Strategic Planning Office~~) in accordance
10 with the applicable (~~civil service~~) ordinances and rules;
- 11 B. Manage the preparation of the proposed budget for the Office of Policy and
12 Management (~~Strategic Planning Office~~), authorize appropriate expenditures
13 and carry out the adopted budget (~~authorize necessary expenditures~~) and
14 supervise the maintenance of adequate accounting systems and procedures;
15 develop and manage programs; and undertake authorized activities;
- 16 C. Execute and enforce contracts (including agreements for expert and consultant
17 services) subject to applicable purchasing and bidding ordinances; apply for
18 grants and donations for office programs; execute interdepartmental agreements
19 and, as authorized by ordinances, intergovernmental agreements; arrange for
20 places for public meetings; and solicit and use volunteer services; and
- 21 D. Promulgate rules and regulations to carry out office activities pursuant to the
22 Administrative Code, SMC Chapter 3.02.

23 Section 15. Section 3.06.030 of the Seattle Municipal Code is amended as follows:



1 **SMC 3.06.030 Director -- Powers and duties.**

2 The Director of the Department of Design, Construction and Land Use, under direction of
3 the Mayor, shall manage the Department of Design, Construction and Land Use, appoint, assign
4 and dismiss all employees in conformance with the City's personnel ordinances and rules, and
5 perform the following functions:

- 6 A. Enforcing building ordinances of the City, including but not limited to the
7 provisions of the Building Code; the Electrical Code; the Mechanical Code; the
8 Housing and Building Maintenance Code; the Land Use Code; the Pioneer Square
9 Minimum Maintenance Ordinance; the Condominium Conversion Ordinance; the
10 Energy Code; the Stormwater, Grading and Drainage Control Ordinance and
11 appropriate regulations;
- 12 B. Processing applications for construction permits, for grading permits, for use
13 permits, for zoning exceptions, for subdivisions and for other land use approvals,
14 including those related to shorelines management, but excluding those related to
15 historic preservation;
- 16 C. Monitoring and proposing updates to the Comprehensive Plan, related plans
17 associated with growth management and the shoreline master program as required
18 or directed;
- 19 D. Preparing and maintaining and proposing updates of such sub-area land use plans
20 as required or directed;
- 21 E. ~~((C))~~ Conducting reviews of the effects of proposed projects, plans or programs on
22 the environment, as contemplated in the State Environmental Policy Act and City
23 ordinances;



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- 2. Provide staffing and logistical support to the Levy Oversight Committee and interdepartmental teams;
- 3. Negotiate a levy interlocal agreement between the City and the Seattle School District; and
- 4. Develop and oversee interagency and interdepartmental collaborative planning, implementation, and evaluation of Families and Education Levy funded programs.

B. Ongoing City Education Programs and Policies. The Office shall:

- 1. Act as a liaison between the City and the Seattle School District on all education issues of joint concern, including, but not limited to, Families and Education Levy implementation;
- 2. Develop and facilitate City interdepartmental collaboration to assure City-funded programs within Seattle public schools are operating efficiently and effectively;
- 3. Work cooperatively with the Seattle School District to develop new educational support resources and ensure coordinated linkage, as appropriate, with community-based services; and
- 4. Act as a liaison with other education agencies in the region to promote a coordinated response to education-related issues.

Section 17. Section 3.20.310 of the Seattle Municipal Code is amended as follows:

SMC 3.20.310 Director created--Duties.

There shall be a Director for Education who shall be appointed by the Director of the Department of Neighborhoods in collaboration with the Mayor ((Strategic Planning Office)). The



1 Director for Education shall be responsible, under the direction of the Mayor and the Director of
2 the Department of Neighborhoods (~~Strategic Planning Office~~), for the administration of the
3 Office for Education.

4 Section 18. Section 3.35.010 of the Seattle Municipal Code is amended as follows:

5 **SMC 3.35.010 Department Established--Purpose.**

6 There is established a Department of Neighborhoods to provide citizens and
7 neighborhoods with consolidated, accessible, and effective tools and resources:

- 8 A. To identify and address their diverse character and needs;
- 9 B. To assist their participation in the processes of City government;
- 10 C. To improve two (2) way communication between them and City departments;
- 11 D. To give them the capacity to build their communities;
- 12 E. To encourage their participation in finding solutions to their problems;
- 13 F. To encourage their communication and collaboration with other neighborhoods,
14 business organizations and community groups; (~~and~~)
- 15 G. To implement the Neighborhood Planning and Assistance Program adopted by
16 Resolution 27709 (~~(-)~~); and
- 17 H. To foster coordination and unity of purpose among neighborhoods, City
18 government and the schools through co-location with the City's Office for
19 Education.

20 Section 19. Section 3.35.030 of the Seattle Municipal Code is amended as follows:

21 **SMC 3.35.030 Director--Functions.**

22 The Director of the Department of Neighborhoods shall manage the department and shall:

- 23 A. Serve as liaison with citizens, neighborhoods and other community organizations;



- 1 B. Manage the City's system of neighborhood ((community)) service centers;
2 provide staff for the City Neighborhood Council and district councils; and
3 administer the Neighborhood Matching Fund Program and the Neighborhood
4 Matching Fund;
- 5 C. Receive complaints and requests for service from citizens and communities and
6 work with City departments in resolving them; provide the directory assistance
7 function for the City; provide information about City government to the public;
8 conduct outreach programs to elicit citizen participation; present neighborhood
9 concerns to City departments and strengthen departmental responses to
10 neighborhood problems; assure coordinated departmental responses to
11 neighborhood concerns; and mediate disputes between City departments and
12 affected communities;
- 13 D. Assist communities in understanding and responding to proposed projects and
14 activities affecting local land uses and the quality of the neighborhood
15 environment; and facilitate community meetings on City issues and actions
16 having an impact on neighborhoods;
- 17 E. Assist communities in identifying problems and needs and help them develop,
18 coordinate and implement neighborhood plans and other actions to address such
19 issues; and report annually to the City Council regarding the status of
20 neighborhood plans;
- 21 F. Provide technical assistance to neighborhoods undertaking general organizing
22 efforts;
- 23



1 G. In collaboration with the Mayor, appoint the director of the Office for Education
2 and oversee that office's programs and functions;

3 H. Oversee and direct the Neighborhood Action Team Seattle to foster a multi-
4 department and community engagement approach to solving complex public
5 safety problems;

6 I. Oversee and direct the COMPASS project including the maintenance and use of
7 the associated database;

8 J. ((G.)) Perform such other functions as assigned by the City in its annual budgets or by
9 ordinance from time to time.

10 Section 20. Section 3.64.040 of the Seattle Municipal Code is amended as follows:

11 **SMC 3.64.040 Ancillary powers.**

12 The Planning Commission shall have the power to:

13 A. Select one member as the presiding officer of the Commission for a term of one
14 (1) year. No person shall serve as presiding officer for more than two years;

15 B. Organize itself, establish committees or subcommittees, and delegate duties for
16 the performance of its work;

17 C. Adopt rules of procedure in accordance with the Administrative Code ((Chapter
18 3.02 of the Municipal Code))(((Ordinance 102228) and Section 26.3 of the
19 Zoning Ordinance (Ordinance 86300))) to accomplish its functions;

20 D. Use ((Obtain)) administrative support and staff provided by the Department of
21 Design, Construction and Land Use to assist the Commission in the performance
22 of its functions, maintenance of its records, conduct of official correspondence,
23 arrangement for meetings ((,)) and preparation of estimates of expenditures ((, and



1 ~~administration of any))~~ for use by the Director of Design Construction and Land

2 Use in preparation of the Department's annual budget ((of the Commission)); and

3 E. Provide input to the Department in selection of staff to support the Commission.

4 ~~((Authorize payment of expenses incurred in the course of its activities, including~~
5 ~~reimbursement of expenditures by its members.))~~

6 Meetings of the Commission, the minutes of its proceedings, and its findings and
7 recommendations shall be open to the public.

8 Section 21. Section 3.12.030 of the Seattle Municipal Code is amended as follows:

9 **SMC 3.12.030 Director's duties.**

10 Under the direction of the Mayor, the functions of the Director of Transportation
11 include:

12 A. Making transportation surveys, maps, profiles, plans, specifications, estimates and
13 reports as required by the City;

14 B. Laying out, directing and supervising the construction of transportation public
15 works required by the City within the City and on property belonging to or
16 controlled by the City, except as otherwise provided by ordinance placing such
17 responsibility in another department;

18 C. Superintending, managing, constructing, repairing, maintaining, cleaning and
19 controlling bridges, wharves, streets, gutters, sidewalks;

20 D. Enforcing and implementing City ordinances, contracts, and rules that relate to
21 Seattle Transportation;

22 E. Appointing, supervising and controlling the officers and employees of ((the))
23 Seattle Transportation subject to personnel ordinances and rules of the City;



- 1 F. Conducting transportation planning; coordinating with and assisting Metropolitan
2 King County in transit activities; participating in regional transportation planning;
3 operating programs and activities to reduce traffic congestion, including among
4 other activities, encouragement of carpools, vanpools, ride sharing, the use of
5 transit or traveling at other than peak hours, and furthering bicycling and other
6 modes of travel;
- 7 G. Maintaining a repository of City survey, graphic, climatic, soils and engineering
8 records; of plans and construction notes of all work in street area;
- 9 H. Managing, coordinating and staffing major transportation - related projects;
- 10 I ((H)). Performing such other functions as assigned by the City.

11 If the Director does not possess at least ten (10) years' experience in civil engineering, he or she
12 shall appoint and consult on all engineering matters with an assistant who is a professional
13 engineer and has such experience.

14 Section 22. Section 3.38.010 of the Seattle Municipal Code is amended as follows:

15 **SMC 3.38.010 Department established-- Functions, powers, and authority.**

16 There is established a Department of Finance to exercise general supervision over the
17 financial affairs of the City; administer and enforce laws and ordinances relating to weights,
18 measures, and consumer protection; administer the City's public works contracting processes and
19 execute contracts for public works projects; administer the contractor processes of and execute
20 and manage contracts for all supplies, material, equipment and services required by City
21 agencies, and the disposition of property, equipment, supplies, and material other than art works
22 that are surplus to the City's needs; administer and enforce law and City ordinances relating to
23 contract compliance and animal control; direct City budgeting, revenue forecasting, and



1 economic analysis activities, and license for regulation and/or revenue unless law or ordinance
2 vests such power elsewhere.

3 The head of the Department of Finance shall be the Director of Finance. As of January 1,
4 2001, all references to "Finance Department," "Finance Director," "Purchasing Agent,"
5 "Department of Administrative Services," "Comptroller," "Department of Licenses and
6 Consumer Affairs," "Director of Licenses and Consumer Affairs," or "Board of Public Works"
7 shall be deemed to be a reference to "Department of Finance" or "Director of Finance" as may
8 be applicable, except where the historical reference to "Finance Department," "Finance
9 Director," "Purchasing Agent," "Department of Administrative Services," "Comptroller,"
10 "Department of Licenses and Consumer Affairs," "Director of Licenses and Consumer Affairs,"
11 or "Board of Public Works" is called for by context. The City's Code Reviser is authorized to
12 amend the Seattle Municipal Code over time as he or she deems appropriate in order to carry out
13 this reference change. The Director of Finance's functions and powers include the following:

- 14 A. Maintaining the City's financial accounts and records, issuing financial statements
15 on behalf of the City, establishing accounting policies and procedures for City
16 departments, and monitoring departmental compliance therewith;
- 17 B. Producing the City's comprehensive annual financial report in a timely manner
18 and in accordance with generally accepted accounting principles;
- 19 C. Keeping the City Treasury, receiving and disbursing all money belonging to the
20 City, unless otherwise expressly provided by state law or City ordinance;
21 collecting funds due to the City when the function has not been assigned to
22 another City department; preparing and disbursing the payroll after receiving
23



1 proper certification from departments; and performing the duties assigned by state
2 statute to a city treasurer;

3 D. Investing funds in excess of the City's current needs, forecasting cash balances
4 and needs, depositing and managing cash, and administering trust accounts that
5 are not assigned to any other department;

6 E. Managing City borrowing, executing and issuing all appropriate documents
7 including contracts and other documents for and on behalf of the City in
8 connection with the issuance of bonds and other debt instruments as authorized by
9 ordinance or resolution, retaining financial and other necessary consultants,
10 keeping all necessary registers of creditors, and arranging for repayment of debts;
11 and overseeing payment of federal and state taxes;

12 F. Providing technical assistance, training, and support to City departments in
13 performing financial functions;

14 G. Selecting qualified public depositories for the deposit of City moneys as
15 contemplated by RCW Chapter 39.58;

16 H. Certifying City officers or employees as cashiers for receiving and depositing
17 funds due to the City, establishing criteria for their certification and internal
18 controls for cash management, suspending or withdrawing their certification, and
19 pursuing remedies available at law in the event of loss;

20 I. Accepting and depositing donations to the City for its trust accounts, accepting
21 anonymous donations of cash to the City, and accepting unrestricted donations of
22 funds from identified donors in an amount up to One Thousand Dollars (\$1,000);

23 J. Arranging for withholding and payment of applicable federal and state taxes;



- 1 K. Promulgating rules and regulations in accordance with the City's Administrative
2 Code (Chapter 3.02; Ordinance 102228, as amended) as deemed necessary to
3 carry out the functions in Sections 3.38.010 through 3.38.080;
- 4 L. Performing such other activities as may be assigned by ordinance or delegated by
5 the Executive Services Director from time to time ; ((-))
- 6 M. Manage the preparation of the proposed budget for the department, authorize
7 appropriate expenditures and carry out the adopted budget, develop and manage
8 programs, and undertake authorized activities;
- 9 N. Be the Budget Director as referenced in Chapter 35.A RCW and prepare the
10 Mayor's proposed budgets and revenue forecasts for submission to the Council,
11 giving guidance as appropriate to other City departments, offices, boards, and
12 commissions in the preparation of their proposed budgets;
- 13 O. Provide strategic financial analysis, including debt management, economic and
14 revenue forecasting, and special analysis of trends and events;
- 15 P. Provide financial monitoring of public corporations established pursuant to
16 Chapter 3.110 SMC;
- 17 Q. ((P-)) Issue, deny, suspend, and revoke licenses for regulatory or revenue purposes
18 according to law;
- 19 R. ((Q-)) In the administration of public works contracting processes, require that all
20 public works activities and contracts for public works projects are developed and
21 carried out in a manner consistent with applicable state law and City ordinances.
22 In case of an emergency requiring public works contracts, the Director of Finance
23 or his or her designee is authorized to declare the existence of an emergency

1 situation, waive competitive bidding requirements, and award public works
2 contract necessary to address the emergency;

3 S. (~~(R-)~~) Consistent with this title and as otherwise authorized by ordinance, administer
4 the City's purchasing and contracting processes, including solicitation of offers
5 and proposals, and administration and enforcement of agreements made; execute
6 contracts for and on behalf of the City of public works projects, purchasing of
7 supplies, materials, equipment and maintenance services, expert and consultant
8 services, and disposition of property, equipment, supplies, and material, other
9 than art works, that are surplus to the City's needs;

10 T. (~~(S-)~~) Provide risk management and insurance services;

11 U. (~~(T-)~~) At his or her discretion or as otherwise authorized by ordinance, delegate any or
12 all of the powers granted in Sections 3.38.010 Q and 3.38.010 R to other
13 departments, including but not limited to the authority to execute or administer
14 classes of or individual portions of contracts.

15 **AMENDMENTS TO 2002 BUDGET AND CITY POSITION LIST**

16 Section 23. In order to pay for necessary costs and expenses in 2002 for functions
17 shifted from the Strategic Planning Office and for support of the Planning Commission,
18 appropriations for the following Lines of Business in the 2002 Budget of the Department of
19 Design, Construction and Land Use are increased as follows:

20

Fund	Line of Business	Amount
Design, Construction and Land Use Fund (15700)	Comprehensive Plan/Regional Planning (U2900)	\$236,003
Design, Construction and Land Use Fund (15700)	Land Use Policy/Code Development (U 2100)	\$116,751

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Design, Construction and Land Use Fund (15700)	Urban Design (U2700)	\$147,269
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The associated cash transfer authorized in Section 24 of this ordinance supports these additional appropriations.

Section 24. To support the appropriation made in Section 23 above, cash is hereby transferred from the General Subfund to the Design, Construction and Land Use Fund as shown in the following table:

Fund	Amount Authorized
Design, Construction and Land Use Fund (15700)	\$500,023 transferred in
General Subfund (00100)	\$500,023 transferred out

Section 25. In order to pay for necessary costs and expenses in 2002 for functions shifted from the Strategic Planning Office, the appropriation for the following Line of Business in the 2002 Budget of Seattle Transportation is increased as follows:

Fund	Line of Business	Amount
Transportation Operating Subfund (10310)	Transportation Infrastructure (18003)	\$416,075

The associated cash transfer authorized in Section 26 of this ordinance supports this additional appropriation.

Section 26. To support the appropriation made in Section 25 above, cash is hereby transferred from the General Subfund to the Transportation Operating Subfund as shown by the following table:

Fund	Amount Transferred
Oper Tr IN-FR General Fund (587001)	\$416,075 transferred in
Transfer General Fund to Transportation	\$416,075 transferred out



1 Fund (Q5971031)

2 Section 27. In order to pay for necessary costs and expenses in 2002 for functions
3 shifted from the Strategic Planning Office, the appropriation for the following Lines of Business
4 in the 2002 Budget of the Department of Neighborhoods are increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Administration (I3100)	\$47,918
General Subfund (00100)	Research & Prevention (I3600)	\$233,044
General Subfund (00100)	Office For Education (I3700)	\$616,172

9 Section 28. In order to pay for necessary costs and expenses in 2002 for functions
10 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
11 in the 2002 Budget of the Department of Finance is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Finance (A80)	\$81,736

13 Section 29. In order to pay for necessary costs and expenses in 2002 for functions
14 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
15 in the 2002 Budget of the Office of Economic Development is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Office of Economic Dev. (X1D)	\$103,643

18 Section 30. In order to reflect the fact that Strategic Planning Office functions are
19 being shifted to other departments during 2002, the appropriation for the following Line of
20 Business in the 2002 Budget of the Strategic Planning Office is decreased as follows:



Fund		Line of Business	AMOUNT
General (00100)	Subfund	Strategic Planning (X8M)	(\$4,364,771)

If, during 2002 but after the final closeout of the Strategic Planning Office, there remains any unexpended and unencumbered appropriation for the Strategic Planning Office, that appropriation, but in no event exceeding \$ 120,000, is hereby transferred to the 2002 budget of the Office of Policy and Management.

Section 31. In recognition of the fact that administrative support for the Seattle Planning Commission will be provided by the Department of Design, Construction and Land Use, the appropriation for the following Line of Business in the 2002 Budget of the Seattle Planning Commission is reduced as follows:

Fund		Line of Business	Amount
General Subfund (00100)		Planning Commission (VIP)	(\$138,038)

If, during 2002 but after the final closeout the Planning Commission (VIP) line of business in the General Subfund, there remains any unexpended and unencumbered appropriation, that appropriation, but not exceeding \$20,000, is hereby transferred to the 2002 budget of DCLU. To support that transfer, a corresponding amount of cash shall be transferred from the General Subfund to the Design, Construction and Land Use Fund (15700) Fund for administrative support of the Planning Commission.

Section 32. In order to provide funding for the Office of Policy and Management for the remainder of 2002, the following additional appropriation is added to the 2002 Budget as follows:

Fund		Line of Business	Amount
General Subfund		Policy and Management (TBD)	1,320,563



(00100)

Section 33. Responsibility for carrying out the various agreements under which the City received the following grants and other resources is reallocated to receiving departments to be carried out as part of the respective and lines of business indicated below and the 2002 budget appropriations of receiving departments are increased accordingly:

Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
2001 Racial Profiling Project	General Fund	Policy and Management (TBD)	\$100,000
2000 Northgate Beyond Master Plan	General Fund	Policy and Management (TBD)	\$7,700
2001 GMA Grant	General Fund	DCLU (U2900) (Fund 15700)	\$99,279
2000 Earmark Project	General Fund	DON (I3600)	\$1,800
2000 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$5,000
2000 Project Liftoff Opportunity Fund	General Fund	DON (I3700)	\$161,500
2001 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$41,100
2001 Community Learning Centers	General Fund	DON (I3700)	\$100,000
2000 N. Rainier Roundabout	General Fund	Trans (18003) (Fund 10310)	\$24,000
1999 Intermediate Capacity Transit Study	General Fund	Trans (18003)(Fund 10310)	\$32,667
1999 Livable Cities Initiative	General Fund	Trans (18003)(Fund 10310)	\$45,225
2000 TDM	General Fund	Trans (18003)(Fund 10310)	\$565,364



1 The grant amounts shown above are estimates only. The actual amount available will be
2 determined at the time of close out of the Strategic Planning Office. The Director of Finance or
3 his successor as custodian of the City Treasury is authorized and directed to make the necessary
4 cash transfers and accounting entries as determined by the Director or his successor to reflect the
5 changes in responsibility for grant funds as depicted above.

6 Section 34. To reflect the fact that the location of the Office for Education is shifted
7 from the Strategic Planning Office to the Department of Neighborhoods, the Department of
8 Neighborhoods/Office for Education is hereby authorized to charge the Education &
9 Developmental Services Fund (Fund 17855) under Summit Code XH210 for the Education,
10 Children, and Families Program.

11 Section 35. The City Position List is amended as follows:

12 A. To provide personnel resources to handle the anticipated work associated with the
13 creation of the Office of Policy and Management, the following new positions are
14 created in the Office of Policy and Management in the Executive Department:

15

Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
1	1.0	Executive 2, Exempt
5	1.0	Strategic Advisor 3, Exempt
4	1.0	Strategic Advisor 2, Exempt
1	1.0	Executive Assistant, Exempt
1	1.0	Administrative Staff Assistant, Exempt
1	1.0	Administrative Specialist II, Exempt

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In addition, the following position and its incumbent, if any, is transferred from the Strategic Planning Office to the Office of Policy and Management:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00015987)

B. To provide personnel resources to handle the anticipated work associated with the transfer of planning and other functions to the Department of Design, Construction and Land Use (DCLU), the following new positions are created in DCLU:

Number of Positions	FTE per Position	Title
1	1.0	Manager 3
1	1.0	Sr. Urban Design Planner
2	1.0	Planning & Development Supervisor
1	1.0	Sr. Planning & Development Specialist (two year limited term)
4	1.0	Sr. Planning & Development Specialist
2	1.0	Planning & Development Specialist II
1	0.5	Planning & Development Specialist II
2	0.5	Administrative Specialist I

C. To provide personnel resources to handle the anticipated work associated with the transfer of transportation planning, project management and other functions to Seattle Transportation, the following new positions are created in Seattle Transportation:

Number of Positions	FTE per Position	Title
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Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
2	1.0	Strategic Advisor 3
3	1.0	Sr. Transportation Planner
1	1.0	Associate Transportation Planner
2	0.5	Associate Transportation Planner
1	1.0	Strategic Advisor 2
1	0.5	Sr. Transportation Planner
1	1.0	Administrative Specialist II

In addition, the following positions and their incumbents, if any, supported by Sound Transit grant funds, are transferred from the Strategic Planning Office to Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 3, Exempt (Pocket #10001395)
2	1.0	Strategic Advisor 1, Exempt (Pocket #10001397 and 10001399)

D. In addition, to provide personnel resources to staff a new division created in Seattle Transportation as a result of the transfer of the planning function from the Strategic Planning Office, the following positions are created in Seattle Transportation and are funded by the reprogramming of existing Seattle Transportation resources and existing grant resources:

Number of Positions	FTE Per Position	Title
3	1.0	Manager 3
2	1.0	Associate Transportation Planner



E. To provide personnel resources to handle the anticipated work associated with the transfer of project management functions and personnel support services for the Executive Department to the Office of Economic Development (OED) the following positions are created in OED:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, General Government
1	1.0	Personnel Specialist, Assistant

F. To provide personnel resources to handle the anticipated work associated with the transfer of the Office for Education, Neighborhood Action Team Seattle, and the COMPASS projects, the following positions and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Neighborhoods:

Number of Positions	FTE per Position	Title
1	1.0	Executive 1, Exempt (Pocket # 00023646)
1	1.0	Strategic Advisor 3, Exempt (Pocket # 10001112)
2	1.0	Strategic Advisor 2, Human Service (Pocket # 00023647 and 00023648)
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00026692)
1	1.0	Strategic Advisor 1, Human Services (Position # 00025123)
1	1.0	Administrative Staff Assistant, (Pocket # 10001114)
1	1.0	Administrative Specialist II (Pocket # 00023649)
1	0.5	Accountant, BU (Pocket # 00023945)
1	1.0	Strategic Advisor 1, Exempt (Pocket # 10001113)



1 G. To provide personnel resources to handle the anticipated work associated with the
2 transfer of the financial management and accounting functions to the Department
3 of Finance, the following positions, and their incumbents, if any, are transferred
4 from the Strategic Planning Office to the Department of Finance or, if the
5 Department of Executive Administration has been created, then to that new
6 Department

Number of Positions	FTE per Position	Title
1	1.0	Sr. Financial Analyst (Pocket # 00023490)
1	1.0	Accountant, BU (Pocket # 00017339)

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10 **AMENDMENTS TO OTHER PARTS OF THE MUNICIPAL CODE**

11 Section 36. Section 4.13.010 of the Seattle Municipal Code is amended to establish
12 that all positions in the Office of Policy and Management are exempt:

13 **SMC 4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems.**

14 In addition to those positions exempted by statute, City Charter, or other ordinance
15 provision (elected officers, officers appointed pursuant to the City Charter, assistant City
16 attorneys, heads of employing units, members of boards and commissions established by the City
17 Charter, members of boards and commissions established by ordinance, positions excluded from
18 the Public Safety Civil Service System pursuant to SMC Section 4.08.060, system-wide
19 exemptions provided for in SMC Section 4.13.020, and library employees), the positions of City
20 employment listed in the subsections of this section requiring a particularly high degree of
21 professional responsiveness and individual accountability, or requiring a confidential or fiduciary
22 relationship with the appointing authority, or being judicial positions requiring insulation as a
23 third branch of government, are hereby declared to be exempt from the Seattle Municipal Code



1 Chapters 4.04, 4.08, and the rules of the Personnel Department and the Public Safety Civil
2 Service Commission regarding examination, selection, discipline, termination, and appeals.

3 ***

4 7. Executive

5 Administrative Staff Analyst (SPO)
6 (PosNo. 00020490)

7 Administrative Staff Analyst (SPO)
8 (PosNo. 00026357)

9 Administrative Staff Assistant(OED)
10 (PosNo. 00024286)

11 Administrative Staff Assistant (OIR)
12 (PosNo. 00015325)

13 Administrative Staff Assistant (OOH)
14 (PosNo. 00017417)

15 All directors of offices in the Executive Department

16 All positions in the Office of the Mayor

17 All positions in the Office of Policy and Management

18 Executive Assistant (OCR)
19 (PosNo. 00024628)

20 ***

21 Section 37. Subsection 5.48.120D of the Seattle Municipal Code is amended as
22 follows:

23 **SMC 5.48.120 Taxpayer to keep books and records--Failure to make return or provide
records--Returns confidential.**



1 D. The applications, statements or returns made to the Director pursuant to this
2 chapter shall not be made public, nor shall they be subject to the inspection of any
3 person except the Mayor, the City Attorney, the Finance Director or his or her
4 authorized agent, members of the City Council or their authorized agents, and the
5 Director of the Office of Policy and Management (~~Strategic Planning Office~~) or
6 his or her authorized agent. Returns are also subject to disclosure when the Public
7 Disclosure Act, RCW 42.17.160, et. seq., requires disclosure.

8 Section 38. Subsection 5.44.200B of the Seattle Municipal Code relating to disclosure
9 of certain tax records is amended as follows:

10 **SMC 5.44.200 Returns confidential--Exceptions.**

11 ***

12 B. Authority provided in this chapter to disclose information shall not be construed
13 as authority to give, sell or provide access to lists of individuals for commercial
14 purposes, provided that lists of applicants for professional licenses and of
15 professional licensees shall be made available to professional organizations
16 recognized by their professional examining board upon payment of a reasonable
17 fee therefor. Provided, such returns and information may be subject to inspection,
18 for official purposes only, by the Mayor, City Attorney, Finance Director or his or
19 her authorized agent, the City Auditor or his or her authorized agent, Chief of
20 Police or his or her authorized agent, members of the City Council or their
21 authorized agents, the Director of the Office of Policy and Management
22 (~~Strategic Planning Office~~) or his or her authorized agent, and the Executive
23 Director of the Seattle Ethics and Elections Commission or his or her authorized



1 agent, and when in the course of City duties presented to the Commission, to its
2 members; provided that nothing in this section shall prohibit the Executive
3 Director of the Seattle Ethics and Elections Commission from giving such facts or
4 information in evidence in any hearing conducted by the Commission; and
5 provided further that nothing in this section shall prohibit the Finance Director or
6 any member or employee of the Department of Finance from:

- 7 1. Giving such facts or information in evidence in any court action involving
8 the taxes or fees imposed by this chapter or a violation of the provisions
9 hereof or involving another City or state department and the taxpayer; or
- 10 2. Giving such facts and information to the taxpayer or his or her duly
11 authorized agent; or
- 12 3. Publishing statistics so classified as to prevent the identification of
13 individual returns or reports of items thereof; or
- 14 4. Giving such facts or information, for official purposes only, to the
15 Governor of the state, State Attorney General, or to any state department
16 or any committee or subcommittee of the Washington State Legislature
17 dealing with matters of taxation, revenue, trade, commerce, the control of
18 industry or the professions, or to the Prosecuting Attorney of any county
19 in the state, proper officer of the Federal Trade Commission, proper
20 officer of the Internal Revenue Service of the United States, or to the
21 proper officer of the tax department of any state or city or town or county,
22 or to any other authorized representatives of any state or federal law
23 enforcement agencies, but only if the statutes of the United States, or of



1 the state, or of such other state or city or county, as the case may be, grant
2 substantially similar privileges to the tax or law enforcement agencies of
3 The City of Seattle.

4 **UNCODIFIED ORDINANCE**

5 Section 39. Section 6 of Ordinance 118557, as amended by section 38 of Ordinance
6 118912 is further amended as follows:

7 Section 6. Oversight Committee. The Oversight Committee established pursuant to
8 Ordinance 115289, as modified by Ordinance 116430, shall continue in operation to review the
9 expenditure of Proceeds; to advise upon expenditures and allocations for the following year, and
10 to make recommendations on the implementation of particular programs and on any
11 reallocations. The Oversight Committee shall consist of seven (7) members: the Mayor, the
12 Chair of the City Council's Health, Housing, Human Services, Education and Libraries
13 Committee or its successor with respect to education issues, a representative of the Seattle
14 School Board, the Superintendent of the Seattle School District, and three (3) Seattle citizens
15 who shall be appointed by the Mayor and confirmed by the City Council. Appointed members
16 shall serve for a period of three (3) years, commencing at the respective dates of their
17 appointments, subject to reappointment; appointed members shall be discharged from further
18 service by two (2) consecutive unexcused absences, by moving their residence from Seattle, and
19 for other cause. Members shall serve without pay, but may be reimbursed their expenses,
20 including payments for childcare while attending meetings. The Oversight Committee may adopt
21 rules for its own procedures, including the frequency of meetings. The Director of the
22 Department of Neighborhoods (~~Strategic Planning Office~~) shall provide staff and logistical
23 support for the Oversight Committee.



REPEALERS

Section 40. The following sections of the Seattle Municipal Code and the corresponding ordinances or sections or parts of sections of ordinances, respectively, are repealed on the effective date of this ordinance:

3.14.800 - Neighborhood Planning Office - Office established - Purpose

3.14.810 - Director of Neighborhood Planning Office - Appointment - Removal

3.14.820 - Neighborhood Planning Office - Director duties

3.14.830 - Neighborhood Planning Office - Director - Ancillary duties

Section 41. The following sections of the Seattle Municipal Code and the corresponding ordinances or sections or parts of sections of ordinances, respectively, are repealed effective June 14, 2002:

3.14.501 - Strategic Planning Office - Office established - Purpose

3.14.540 - Strategic Planning Office - Work Program to be adopted by City Council

MISCELLANEOUS PROVISIONS

Section 42. It is the express intent of the City Council that, in the event another ordinance has heretofore been enacted that amended any section or subsection of the Seattle Municipal Code amended or recodified herein, that earlier amendment should be effectuated with equal dignity to this ordinance if at all possible in the codification of the Seattle Municipal Code and by the courts, notwithstanding the use in this ordinance of an obsolete version of that part of the Seattle Municipal Code on which to show intended amendments.

Section 43. In the event any section or subsection of the Seattle Municipal Code purported to be amended or recodified herein has heretofore been repealed, that earlier repeal



1 shall be given full effect, and nothing in this ordinance shall be construed to re-enact or preserve
2 that section or subsection.

3 Section 44. It is the express intent of the City Council that, in the event a subsequent
4 ordinance refers to a position or office that was abolished by this ordinance, that reference shall
5 be deemed to be to the new superseding office or position created by this ordinance, and shall not
6 be construed to resurrect the old position or office unless the subsequent ordinance expressly so
7 provides by reference to this ordinance.

8 Section 45. It is the express intent of the City Council that, in the event a subsequent
9 ordinance refers to or amends a section or subsection of the Seattle Municipal Code amended or
10 recodified herein, but the later ordinance fails to account for the change made by this ordinance,
11 the two sets of amendments should be given effect together if at all possible.

12 Section 46. It is the express intent of the City Council that this ordinance makes only
13 those changes to the Seattle Municipal Code shown by striking out, inside double parentheses,
14 text to be deleted, and underlining text to be added. To this end, errors in showing the pre-
15 existing Seattle Municipal Code text are to be disregarded, and no change in the Seattle
16 Municipal Code is intended thereby.

17 Section 47. The Mayor shall have the power to make all administrative decisions,
18 including, but not limited to, decisions about the timing of the transfer of functions, positions and
19 incumbents, necessary to carry out the intent of this ordinance.

20 Section 48. The City Clerk shall publish in the City's legal newspaper the title and the
21 first eight sections of this ordinance, a numerical tabulation by Seattle Municipal Code number
22 or Ordinance number of the sections or subsections that are amended by sections eleven through
23 twenty-two and thirty-six through thirty-nine of this ordinance, and a listing of the Seattle



1 Municipal Code sections or subsections repealed as listed under the caption "Repealers" as the
2 summary of this ordinance, and state as part of that publication that the entire text may be
3 examined electronically at <http://clerk.ci.seattle.wa.us> on the Internet, or in paper form at the
4 offices of the City Clerk, First Floor, Seattle Municipal Building, 600 Fourth Avenue, Seattle,
5 WA 98104, or will be mailed upon request.

6 Section 49. The several provisions of this ordinance are declared to be separate and
7 severable and the invalidity of any clause, sentence, paragraph, subdivision, section, or portion of
8 this ordinance, or the invalidity of the application thereof to any person or circumstance, shall
9 not affect the validity of the remainder of this ordinance or the validity of its application to other
10 persons or circumstances.

11 Section 50. Any act consistent with the authority and prior to the effective date of this
12 ordinance is hereby ratified and confirmed.

13 Section 51. This ordinance shall take effect and be in force thirty (30) days from and
14 after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10)
15 days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

16 Passed by a two-thirds (2/3) vote of all the members of the City Council the ____ day of
17 _____, 20____, and signed by me in open session in authentication of its passage this
18 ____ day of _____, 20____.

19
20 _____
21 President of the City Council

22 Approved by me this ____ day of _____, 20____.

23 _____



BJG
SPO Reorg
April 1, 2002
V #10

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Mayor

Filed by me this _____ day of _____, 20__

City Clerk

(SEAL)



1
2 **ORDINANCE**

3 AN ORDINANCE relating to the organization of the executive branch of City government;
4 abolishing the Strategic Planning Office in the Executive Department and vesting the
5 responsibility for certain functions now performed by that office in other executive
6 agencies; creating a new policy office in the Executive Department and defining its
7 purposes and functions; moving the functions of the Office for Education to the
8 Department of Neighborhoods; lodging administrative support for the City Planning
9 Commission in the Department of Design, Construction and Land Use; amending the
10 City position list by abrogating, creating and transferring positions; amending the 2002
11 adopted budget; amending, repealing and adding an array of provisions throughout the
12 Seattle Municipal Code in connection with the reorganization and to correct obsolete
13 references; making certain positions exempt from the Civil Service; making provision for
14 transition; and repealing obsolete code provisions dealing with the Neighborhood
15 Planning Office, all by a two-thirds vote of the City Council.

16 **NOW THEREFORE,**

17 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

18 **ABOLITION OF STRATEGIC PLANNING OFFICE ("SPO"), ASSIGNMENT OF**
19 **CERTAIN FORMER SPO FUNCTIONS AND CREATION OF A NEW OFFICE OF**
20 **POLICY AND MANAGEMENT**

21 Section 1. From and after the effective date of this ordinance, except as provided
22 elsewhere in this or another ordinance, all continuing functions, responsibilities, duties,
23 agreements, obligations, authorizations, powers, equipment and records of the Strategic Planning
Office shall be carried out and maintained by other City departments and offices as designated in
this ordinance. On June 14, 2002, the Strategic Planning Office is abolished and all positions in
that office not transferred by ordinance are abrogated as of that date.

Section 2. Effective June 1, 2002 or the effective date of this ordinance, whichever is
later, the following functions and duties previously carried out by the Strategic Planning Office
shall be the responsibility of the Department of Design Construction and Land Use: 1) all
functions and duties related to urban planning including, but not limited to, monitoring and



1 updating of the Comprehensive Plan and the shoreline master program as well as carrying out
2 neighborhood and sub-area land use planning; 2) the provision of staff and administrative
3 support to the Seattle Planning Commission. On June 1, 2002 or the effective date of this
4 ordinance, whichever is later, all positions previously assigned to the Planning Commission are
5 abrogated.

6 Section 3. Effective June 1, 2002 or the effective date of this ordinance, whichever is
7 later, the following functions and duties previously carried out by the Strategic Planning Office
8 shall be the responsibility of Seattle Transportation: 1) all functions and duties related to
9 transportation, transit and parking planning and inter-governmental and inter-agency
10 coordination on transportation programs, projects and issues; 2) management and oversight of
11 major transportation - related projects.

12 Section 4. Effective May 1, 2002 or the effective date of this ordinance, whichever is
13 later, the following functions and duties previously carried out by the Strategic Planning Office
14 shall be the responsibility of the Department of Neighborhoods: 1) all functions and duties now
15 performed by the Office for Education, including but not limited to functions and duties
16 associated with the Families and Education Levy; 2) all functions and duties now performed by
17 Neighborhood Action Team Seattle program as well as the provision of contract resources for the
18 Seattle Neighborhood Group; 3) all functions and duties related to the Community Mapping,
19 Planning, and Analysis for Safety Strategies (COMPASS) program.

20 Section 5. Effective May 1, 2002 or the effective date of this ordinance, whichever is
21 later, the following functions and duties previously carried out by the Strategic Planning Office
22 shall be the responsibility of the Department of Finance: all functions and duties associated with
23



1 financial monitoring of public development authorities and accounting support for the Executive
2 Department.

3 Section 6. Effective May 1, 2002 or the effective date of this ordinance, whichever is
4 later, operational liaison with individual public development authorities previously carried out by
5 the Strategic Planning Office shall be the responsibility of the appropriate City department or
6 office as assigned by the Mayor.

7 Section 7. Effective May 1, 2002 or the effective date of this ordinance, whichever is
8 later, the following functions and duties previously carried out by the Strategic Planning Office
9 shall be the responsibility of the Office of Economic Development: all functions and duties
10 associated with personnel support for the Executive Department.

11 Section 8. From and after the effective date of this ordinance, there shall be a new
12 office in the Executive Department known as the Office of Policy and Management.

13 TRANSITIONAL PROVISIONS

14 Section 9. From and after the effective date of this ordinance, all rules, regulations,
15 notices, and proceedings in effect on that date with respect to activities carried on by the
16 Strategic Planning Office shall continue in effect, unless and until they expire of their own terms
17 or are superseded, but the powers and responsibilities of the Director of the Strategic Planning
18 Office shall be performed by the appropriate Director or other office according to the nature of
19 the activity, unless otherwise provided by this or another ordinance.

20 Section 10. Unless otherwise provided by this or other ordinance or by resolution, the
21 Director of the Strategic Planning Office shall be succeeded on existing advisory or oversight
22 committees, boards or task forces established by ordinance or resolution of the City Council, or
23 by action of the Mayor independent of City ordinance or resolution, by the appropriate director,



1 according to the nature of the committee, board or task force. The Mayor shall determine in each
2 instance which director shall serve on the committee.

3 **BASIC CODE PROVISIONS FOR OFFICE OF POLICY AND MANAGEMENT AND**
4 **REASSIGNED FORMER STRATEGIC PLANNING OFFICE FUNCTIONS.**

5 Section 11. Subchapter III of Chapter 3.14 of the Seattle Municipal Code is
6 redesignated "Office of Policy and Management" and a new section 3.14.502 is added to the
7 Seattle Municipal Code as follows:

8 **3.14.502 Office established-Purpose.**

9 There is established in the Executive Department an Office of Policy and Management.
10 The purposes of the Office of Policy and Management are as follows:

- 11 A. To assist the Mayor and City Council in the development and analysis of high-
12 level Citywide policies on major issues including, but not limited to, public
13 safety, transportation alternatives and mobility, urban development, urban
14 sustainability and the natural environment, social equity, community health and
15 human needs;
- 16 B. To coordinate and lead major citywide initiatives and projects that cut across the
17 roles and responsibilities of multiple City departments, including, but not limited
18 to, complex real estate development projects that require the participation of a
19 variety of disciplines;
- 20 C. To develop partnerships that will further Citywide goals, and utilize the many
21 talents and resources of the full community;
- 22 D. To monitor and, if possible, influence critical external factors that affect Seattle's
23 economic vitality, jobs and demographics and recommend appropriate strategies;



1 E. To assist the Mayor in developing accountability agreements with departments
2 and to work with departments to ensure progress on priority projects;

3
4
5 F. To facilitate the process of developing City policy between the Mayor and City
6 Council by identifying joint priorities and helping to resolve differences.

7
8 Section 12. Section 3.14.510 of the Seattle Municipal Code is retitled to refer to the
9 "Office of Policy and Management" and is amended as follows:

10 **SMC 3.14.510 Director of the Office of Policy and Management--Appointment--Removal.**

11 The Director of the Office of Policy and Management (~~Strategic Planning Office~~) shall
12 be appointed by the Mayor, subject to confirmation by a majority vote of all members of the City
13 Council, and may be removed by the Mayor upon filing a statement of his or her reasons therefor
14 with the City Council.

15 Section 13. Section 3.14.521 of the Seattle Municipal Code is amended as follows:

16 **SMC 3.14.521 Director--Duties.**

17 Under the direction of the Mayor, the duties of the Director of the Office of Policy and
18 Management (~~Strategic Planning Office~~) are as follows:

19 A. Oversee and manage the functions of the Office of Policy and Management
20 (~~Strategic Planning Office~~) as set forth in Section 3.14.502 (~~Section 3.14.501~~);

21 and

22 B. Develop an annual work plan that is based on a joint City Council-Mayor Annual
23 Citywide Policy Priorities Resolution. The target date for the completion of such



1 resolution will be by the end of the first quarter of each calendar year. This
2 resolution will reflect the major issues and priorities the City Council and Mayor
3 want to address during the coming year and will provide the basis for the Office
4 of Policy and Management work program as it relates to policy development.
5 Furthermore, the Director of the Office of Policy and Management will confer
6 with the City Council President and Committee Chairs on the approach to the
7 work undertaken by the Office of Policy and Management ((Such other functions
8 and duties as may be assigned by ordinance)).

9 Section 14. Section 3.14.530 of the Seattle Municipal Code is amended as follows:

10 **SMC 3.14.530 Director--Ancillary duties.**

11 In order to carry out office functions, the Director of the Office of Policy and
12 Management ((Strategic Planning Office)) shall have the power to:

- 13 A. Appoint, remove, assign, supervise, and control officers and employees in the
14 Office of Policy and Management ((Strategic Planning Office)) in accordance
15 with the applicable ~~((civil service))~~ ordinances and rules;
- 16 B. Manage the preparation of the proposed budget for the Office of Policy and
17 Management ((Strategic Planning Office)), authorize appropriate expenditures
18 and carry out the adopted budget ~~((authorize necessary expenditures))~~ and
19 supervise the maintenance of adequate accounting systems and procedures;
20 develop and manage programs; and undertake authorized activities;
- 21 C. Execute and enforce contracts (including agreements for expert and consultant
22 services) subject to applicable purchasing and bidding ordinances; apply for
23 grants and donations for office programs; execute interdepartmental agreements



1 and, as authorized by ordinances, intergovernmental agreements; arrange for
2 places for public meetings; and solicit and use volunteer services; and

- 3 D. Promulgate rules and regulations to carry out office activities pursuant to the
4 Administrative Code, SMC Chapter 3.02.

5 Section 15. Section 3.06.030 of the Seattle Municipal Code is amended as follows:

6 **SMC 3.06.030 Director -- Powers and duties.**

7 The Director of the Department of Design, Construction and Land Use, under direction of
8 the Mayor, shall manage the Department of Design, Construction and Land Use, appoint, assign
9 and dismiss all employees in conformance with the City's personnel ordinances and rules, and
10 perform the following functions:

- 11 A. Enforcing building ordinances of the City, including but not limited to the
12 provisions of the Building Code; the Electrical Code; the Mechanical Code; the
13 Housing and Building Maintenance Code; the Land Use Code; the Pioneer Square
14 Minimum Maintenance Ordinance; the Condominium Conversion Ordinance; the
15 Energy Code; the Stormwater, Grading and Drainage Control Ordinance and
16 appropriate regulations;
- 17 B. Processing applications for construction permits, for grading permits, for use
18 permits, for zoning exceptions, for subdivisions and for other land use approvals,
19 including those related to shorelines management, but excluding those related to
20 historic preservation;
- 21 C. Monitoring and proposing updates to the Comprehensive Plan, related plans
22 associated with growth management and the shoreline master program as required
23 or directed;



1 D. Preparing and maintaining and proposing updates of such sub-area land use plans

2 as required or directed;

3 E. ((C-)) Conducting reviews of the effects of proposed projects, plans or programs on
4 the environment, as contemplated in the State Environmental Policy Act and City
5 ordinances;

6 F. ((D-)) Promoting the conservation of the City's housing stock;

7 G. ((E-)) Maintaining appropriate records regarding property, permits and structures;

8 H. Providing appropriate administrative and staff support to the Seattle Planning
9 Commission and the Seattle Design Commission;

10 I. ((F-)) Discharging such other responsibilities as may be directed by ordinance.

11 (O) The Director shall consult on all matters of structural strength and design with an
12 assistant who is a licensed structural engineer or architect with at least five (5) years' experience
13 in the practice of his/her profession, unless the Director possesses such qualifications. Moreover,

14 (O) ((T))the Director shall consult on all matters concerning compliance with design
15 guidelines with a qualified architect or urban designer with at least five (5) years of experience in
16 the practice of his/her profession, unless the Director possesses such qualifications.

17 Section 16. Section 3.20.300 of the Seattle Municipal Code is amended as follows:

18 **SMC 3.20.300 Office created--Purpose.**

19 There shall be within the Department of Neighborhoods ~~((Strategic Planning Office))~~ an
20 Office for Education. This Office shall facilitate the City's support for the educational and
21 developmental needs of students in Seattle's public schools and their families. The Office is
22 responsible for leadership, direction, policy development, interdepartmental and interagency
23 communication and coordination regarding:



1 A. Families and Education Levy. The Office shall:

- 2 1. Perform the strategic planning necessary to establish a policy framework
3 for the City's involvement in education and school-related initiatives,
4 including the Families and Education Levy;
- 5 2. Provide staffing and logistical support to the Levy Oversight Committee
6 and interdepartmental teams;
- 7 3. Negotiate a levy interlocal agreement between the City and the Seattle
8 School District; and
- 9 4. Develop and oversee interagency and interdepartmental collaborative
10 planning, implementation, and evaluation of Families and Education Levy
11 funded programs.

12 B. Ongoing City Education Programs and Policies. The Office shall:

- 13 1. Act as a liaison between the City and the Seattle School District on all
14 education issues of joint concern, including, but not limited to, Families
15 and Education Levy implementation;
- 16 2. Develop and facilitate City interdepartmental collaboration to assure City-
17 funded programs within Seattle public schools are operating efficiently
18 and effectively;
- 19 3. Work cooperatively with the Seattle School District to develop new
20 educational support resources and ensure coordinated linkage, as
21 appropriate, with community-based services; and
- 22 4. Act as a liaison with other education agencies in the region to promote a
23 coordinated response to education-related issues.



1 Section 17. Section 3.20.310 of the Seattle Municipal Code is amended as follows:

2 **SMC 3.20.310 Director created--Duties.**

3 There shall be a Director for Education who shall be appointed by the Director of the
4 Department of Neighborhoods in collaboration with the Mayor (~~Strategic Planning Office~~). The
5 Director for Education shall be responsible, under the direction of the Mayor and the Director of
6 the Department of Neighborhoods (~~Strategic Planning Office~~), for the administration of the
7 Office for Education.

8 Section 18. Section 3.35.010 of the Seattle Municipal Code is amended as follows:

9 **SMC 3.35.010 Department Established--Purpose.**

10 There is established a Department of Neighborhoods to provide citizens and
11 neighborhoods with consolidated, accessible, and effective tools and resources:

- 12 A. To identify and address their diverse character and needs;
- 13 B. To assist their participation in the processes of City government;
- 14 C. To improve two (2) way communication between them and City departments;
- 15 D. To give them the capacity to build their communities;
- 16 E. To encourage their participation in finding solutions to their problems;
- 17 F. To encourage their communication and collaboration with other neighborhoods,
18 business organizations and community groups; (~~and~~)
- 19 G. To implement the Neighborhood Planning and Assistance Program adopted by
20 Resolution 27709 (~~-~~); and
- 21 H. To foster coordination and unity of purpose among neighborhoods, City
22 government and the schools through co-location with the City's Office for
23 Education.



1 Section 19. Section 3.35.030 of the Seattle Municipal Code is amended as follows:

2 **SMC 3.35.030 Director--Functions.**

3 The Director of the Department of Neighborhoods shall manage the department and shall:

- 4 A. Serve as liaison with citizens, neighborhoods and other community organizations;
- 5 B. Manage the City's system of neighborhood ((community)) service centers;
- 6 provide staff for the City Neighborhood Council and district councils; and
- 7 administer the Neighborhood Matching Fund Program and the Neighborhood
- 8 Matching Fund;
- 9 C. Receive complaints and requests for service from citizens and communities and
- 10 work with City departments in resolving them; provide the directory assistance
- 11 function for the City; provide information about City government to the public;
- 12 conduct outreach programs to elicit citizen participation; present neighborhood
- 13 concerns to City departments and strengthen departmental responses to
- 14 neighborhood problems; assure coordinated departmental responses to
- 15 neighborhood concerns; and mediate disputes between City departments and
- 16 affected communities;
- 17 D. Assist communities in understanding and responding to proposed projects and
- 18 activities affecting local land uses and the quality of the neighborhood
- 19 environment; and facilitate community meetings on City issues and actions
- 20 having an impact on neighborhoods;
- 21 E. Assist communities in identifying problems and needs and help them develop,
- 22 coordinate and implement neighborhood plans and other actions to address such
- 23



1 issues; and report annually to the City Council regarding the status of
2 neighborhood plans;

3 F. Provide technical assistance to neighborhoods undertaking general organizing
4 efforts;

5 G. In collaboration with the Mayor, appoint the director of the Office for Education
6 and oversee that office's programs and functions;

7 H. Oversee and direct the Neighborhood Action Team Seattle to foster a multi-
8 department and community engagement approach to solving complex public
9 safety problems;

10 I. Oversee and direct the COMPASS project including the maintenance and use of
11 the associated database;

12 J. ((G-)) Perform such other functions as assigned by the City in its annual budgets or by
13 ordinance from time to time.

14 Section 20. Section 3.64.040 of the Seattle Municipal Code is amended as follows:

15 **SMC 3.64.040 Ancillary powers.**

16 The Planning Commission shall have the power to:

17 A. Select one member as the presiding officer of the Commission for a term of one
18 (1) year. No person shall serve as presiding officer for more than two years;

19 B. Organize itself, establish committees or subcommittees, and delegate duties for
20 the performance of its work;

21 C. Adopt rules of procedure in accordance with the Administrative Code ((Chapter
22 3.02 of the Municipal Code))(((Ordinance 102228) and Section 26.3 of the
23 Zoning Ordinance (Ordinance 86300)) to accomplish its functions;



1 D. Use ((Obtain)) administrative support and staff provided by the Department of
2 Design, Construction and Land Use to assist the Commission in the performance
3 of its functions, maintenance of its records, conduct of official correspondence,
4 arrangement for meetings ((;)) and preparation of estimates of expenditures ((and
5 administration of any)) for use by the Director of Design Construction and Land
6 Use in preparation of the Department's annual budget ((of the Commission)); and

7 E. Provide input to the Department in selection of staff to support the Commission.
8 ~~((Authorize payment of expenses incurred in the course of its activities, including~~
9 ~~reimbursement of expenditures by its members.))~~

10 Meetings of the Commission, the minutes of its proceedings, and its findings and
11 recommendations shall be open to the public.

12 Section 21. Section 3.12.030 of the Seattle Municipal Code is amended as follows:

13 **SMC 3.12.030 Director's duties.**

14 Under the direction of the Mayor, the functions of the Director of Transportation
15 include:

- 16 A. Making transportation surveys, maps, profiles, plans, specifications, estimates and
17 reports as required by the City;
- 18 B. Laying out, directing and supervising the construction of transportation public
19 works required by the City within the City and on property belonging to or
20 controlled by the City, except as otherwise provided by ordinance placing such
21 responsibility in another department;
- 22 C. Superintending, managing, constructing, repairing, maintaining, cleaning and
23 controlling bridges, wharves, streets, gutters, sidewalks;



- 1 D. Enforcing and implementing City ordinances, contracts, and rules that relate to
2 Seattle Transportation;
- 3 E. Appointing, supervising and controlling the officers and employees of ((the))
4 Seattle Transportation subject to personnel ordinances and rules of the City;
- 5 F. Conducting transportation planning; coordinating with and assisting Metropolitan
6 King County in transit activities; participating in regional transportation planning;
7 operating programs and activities to reduce traffic congestion, including among
8 other activities, encouragement of carpools, vanpools, ride sharing, the use of
9 transit or traveling at other than peak hours, and furthering bicycling and other
10 modes of travel;
- 11 G. Maintaining a repository of City survey, graphic, climatic, soils and engineering
12 records; of plans and construction notes of all work in street area;
- 13 H. Managing, coordinating and staffing major transportation - related projects;
- 14 I ((H)). Performing such other functions as assigned by the City.

15 If the Director does not possess at least ten (10) years' experience in civil engineering, he or she
16 shall appoint and consult on all engineering matters with an assistant who is a professional
17 engineer and has such experience.

18 Section 22. Section 3.38.010 of the Seattle Municipal Code is amended as follows:

19 **SMC 3.38.010 Department established-- Functions, powers, and authority.**

20 There is established a Department of Finance to exercise general supervision over the
21 financial affairs of the City; administer and enforce laws and ordinances relating to weights,
22 measures, and consumer protection; administer the City's public works contracting processes and
23 execute contracts for public works projects; administer the contractor processes of and execute



1 and manage contracts for all supplies, material, equipment and services required by City
2 agencies, and the disposition of property, equipment, supplies, and material other than art works
3 that are surplus to the City's needs; administer and enforce law and City ordinances relating to
4 contract compliance and animal control; direct City budgeting, revenue forecasting, and
5 economic analysis activities, and license for regulation and/or revenue unless law or ordinance
6 vests such power elsewhere.

7 The head of the Department of Finance shall be the Director of Finance. As of January 1,
8 2001, all references to "Finance Department," "Finance Director," "Purchasing Agent,"
9 "Department of Administrative Services," "Comptroller," "Department of Licenses and
10 Consumer Affairs," "Director of Licenses and Consumer Affairs," or "Board of Public Works"
11 shall be deemed to be a reference to "Department of Finance" or "Director of Finance" as may
12 be applicable, except where the historical reference to "Finance Department," "Finance
13 Director," "Purchasing Agent," "Department of Administrative Services," "Comptroller,"
14 "Department of Licenses and Consumer Affairs," "Director of Licenses and Consumer Affairs,"
15 or "Board of Public Works" is called for by context. The City's Code Reviser is authorized to
16 amend the Seattle Municipal Code over time as he or she deems appropriate in order to carry out
17 this reference change. The Director of Finance's functions and powers include the following:

- 18 A. Maintaining the City's financial accounts and records, issuing financial statements
19 on behalf of the City, establishing accounting policies and procedures for City
20 departments, and monitoring departmental compliance therewith;
- 21 B. Producing the City's comprehensive annual financial report in a timely manner
22 and in accordance with generally accepted accounting principles;
- 23



- 1 C. Keeping the City Treasury, receiving and disbursing all money belonging to the
2 City, unless otherwise expressly provided by state law or City ordinance;
3 collecting funds due to the City when the function has not been assigned to
4 another City department; preparing and disbursing the payroll after receiving
5 proper certification from departments; and performing the duties assigned by state
6 statute to a city treasurer;
- 7 D. Investing funds in excess of the City's current needs, forecasting cash balances
8 and needs, depositing and managing cash, and administering trust accounts that
9 are not assigned to any other department;
- 10 E. Managing City borrowing, executing and issuing all appropriate documents
11 including contracts and other documents for and on behalf of the City in
12 connection with the issuance of bonds and other debt instruments as authorized by
13 ordinance or resolution, retaining financial and other necessary consultants,
14 keeping all necessary registers of creditors, and arranging for repayment of debts;
15 and overseeing payment of federal and state taxes;
- 16 F. Providing technical assistance, training, and support to City departments in
17 performing financial functions;
- 18 G. Selecting qualified public depositories for the deposit of City moneys as
19 contemplated by RCW Chapter 39.58;
- 20 H. Certifying City officers or employees as cashiers for receiving and depositing
21 funds due to the City, establishing criteria for their certification and internal
22 controls for cash management, suspending or withdrawing their certification, and
23 pursuing remedies available at law in the event of loss;

- 1 I. Accepting and depositing donations to the City for its trust accounts, accepting
2 anonymous donations of cash to the City, and accepting unrestricted donations of
3 funds from identified donors in an amount up to One Thousand Dollars (\$1,000);
4 J. Arranging for withholding and payment of applicable federal and state taxes;
5 K. Promulgating rules and regulations in accordance with the City's Administrative
6 Code (Chapter 3.02; Ordinance 102228, as amended) as deemed necessary to
7 carry out the functions in Sections 3.38.010 through 3.38.080;
8 L. Performing such other activities as may be assigned by ordinance or delegated by
9 the Executive Services Director from time to time ; ((-))
10 M. Manage the preparation of the proposed budget for the department, authorize
11 appropriate expenditures and carry out the adopted budget, develop and manage
12 programs, and undertake authorized activities;
13 N. Be the Budget Director as referenced in Chapter 35.A RCW and prepare the
14 Mayor's proposed budgets and revenue forecasts for submission to the Council,
15 giving guidance as appropriate to other City departments, offices, boards, and
16 commissions in the preparation of their proposed budgets;
17 O. Provide strategic financial analysis, including debt management, economic and
18 revenue forecasting, and special analysis of trends and events;
19 P. Provide financial monitoring of public corporations established pursuant to
20 Chapter 3.110 SMC;
21 Q. ((P.)) Issue, deny, suspend, and revoke licenses for regulatory or revenue purposes
22 according to law;
23



1 R. ((Q-)) In the administration of public works contracting processes, require that all
2 public works activities and contracts for public works projects are developed and
3 carried out in a manner consistent with applicable state law and City ordinances.
4 In case of an emergency requiring public works contracts, the Director of Finance
5 or his or her designee is authorized to declare the existence of an emergency
6 situation, waive competitive bidding requirements, and award public works
7 contract necessary to address the emergency;

8 S. ((R-)) Consistent with this title and as otherwise authorized by ordinance, administer
9 the City's purchasing and contracting processes, including solicitation of offers
10 and proposals, and administration and enforcement of agreements made; execute
11 contracts for and on behalf of the City of public works projects, purchasing of
12 supplies, materials, equipment and maintenance services, expert and consultant
13 services, and disposition of property, equipment, supplies, and material, other
14 than art works, that are surplus to the City's needs;

15 T. ((S-)) Provide risk management and insurance services;

16 U. ((F-)) At his or her discretion or as otherwise authorized by ordinance, delegate any or
17 all of the powers granted in Sections 3.38.010 Q and 3.38.010 R to other
18 departments, including but not limited to the authority to execute or administer
19 classes of or individual portions of contracts.

20 **AMENDMENTS TO 2002 BUDGET AND CITY POSITION LIST**

21 Section 23. In order to pay for necessary costs and expenses in 2002 for functions
22 shifted from the Strategic Planning Office and for support of the Planning Commission,
23



1 appropriations for the following Lines of Business in the 2002 Budget of the Department of
2 Design, Construction and Land Use are increased as follows:

Fund	Line of Business	Amount
Design, Construction and Land Use Fund (15700)	Comprehensive Plan/Regional Planning (U2900)	\$236,003
Design, Construction and Land Use Fund (15700)	Land Use Policy/Code Development (U 2100)	\$116,751
Design, Construction and Land Use Fund (15700)	Urban Design (U2700)	\$147,269

3
4
5
6
7
8 The associated cash transfer authorized in Section 24 of this ordinance supports these additional
9 appropriations.

10 Section 24. To support the appropriation made in Section 23 above, cash is hereby
11 transferred from the General Subfund to the Design, Construction and Land Use Fund as shown
12 in the following table:

Fund	Amount Authorized
Design, Construction and Land Use Fund (15700)	\$500,023 transferred in
General Subfund (00100)	\$500,023 transferred out

13
14
15
16 Section 25. In order to pay for necessary costs and expenses in 2002 for functions
17 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
18 in the 2002 Budget of Seattle Transportation is increased as follows:

Fund	Line of Business	Amount
Transportation Operating Subfund (10310)	Transportation Infrastructure (18003)	\$416,075

19
20
21
22 The associated cash transfer authorized in Section 26 of this ordinance supports this additional
23 appropriation.



1 Section 26. To support the appropriation made in Section 25 above, cash is hereby
2 transferred from the General Subfund to the Transportation Operating Subfund as shown by the
3 following table:

Fund	Amount Transferred
Oper Tr IN-FR General Fund (587001)	\$416,075 transferred in
Transfer General Fund to Transportation Fund (Q5971031)	\$416,075 transferred out

7 Section 27. In order to pay for necessary costs and expenses in 2002 for functions
8 shifted from the Strategic Planning Office, the appropriation for the following Lines of Business
9 in the 2002 Budget of the Department of Neighborhoods are increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Administration (I3100)	\$47,918
General Subfund (00100)	Research & Prevention (I3600)	\$233,044
General Subfund (00100)	Office For Education (I3700)	\$616,172

14 Section 28. In order to pay for necessary costs and expenses in 2002 for functions
15 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
16 in the 2002 Budget of the Department of Finance is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Finance (A80)	\$81,736

20 Section 29. In order to pay for necessary costs and expenses in 2002 for functions
21 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
22 in the 2002 Budget of the Office of Economic Development is increased as follows:

Fund	Line of Business	Amount
General Subfund	Office of Economic Dev. (X1D)	\$103,643



1 (00100)

2 Section 30. In order to reflect the fact that Strategic Planning Office functions are
3 being shifted to other departments during 2002, the appropriation for the following Line of
4 Business in the 2002 Budget of the Strategic Planning Office is decreased as follows:

5

Fund	Line of Business	AMOUNT
General Subfund (00100)	Strategic Planning (X8M)	(\$4,364,771)

6
7
8 If, during 2002 but after the final closeout of the Strategic Planning Office, there remains
9 any unexpended and unencumbered appropriation for the Strategic Planning Office, the Director
10 of the Office of Policy and Management shall present an ordinance for City Council
11 consideration directing the disposition of any such appropriation.

12 Section 31. In recognition of the fact that administrative support for the Seattle
13 Planning Commission will be provided by the Department of Design, Construction and Land
14 Use, the appropriation for the following Line of Business in the 2002 Budget of the Seattle
15 Planning Commission is reduced as follows:

16

Fund	Line of Business	Amount
General Subfund (00100)	Planning Commission (V1P)	(\$138,038)

17
18 If, during 2002 but after the final closeout the Planning Commission (V1P) line of
19 business in the General Subfund, there remains any unexpended and unencumbered
20 appropriation, that appropriation, but not exceeding \$20,000, is hereby transferred to the 2002
21 budget of DCLU. To support that transfer, a corresponding amount of cash shall be transferred
22 from the General Subfund to the Design, Construction and Land Use Fund (15700) Fund for
23 administrative support of the Planning Commission.



1 Section 32. In order to provide funding for the Office of Policy and Management for
2 the remainder of 2002, the following additional appropriation is added to the 2002 Budget as
3 follows:

Fund	Line of Business	Amount
General Subfund (00100)	Policy and Management (TBD)	\$1,270,173

7 Section 33. In order to pay for necessary costs and expenses in 2002 for functions shifted
8 from the Strategic Planning Office, the appropriation for the following Line of Business in the
9 2002 Budget of the Mayor's Office is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Mayor's Office (X1A)	\$50,390

13 Section 34. Responsibility for carrying out the various agreements under which the
14 City received the following grants and other resources is reallocated to receiving departments to
15 be carried out as part of the respective and lines of business indicated below and the 2002 budget
16 appropriations of receiving departments are increased accordingly:

Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
2001 Racial Profiling Project	General Fund	Policy and Management (TBD)	\$100,000
19 2000 Northgate Beyond Master Plan	General Fund	Policy and Management (TBD)	\$7,700
21 2001 GMA Grant	General Fund	DCLU (U2900) (Fund 15700)	\$99,279
22 2000 Earmark Project	General Fund	DON (I3600)	\$1,800
23 2000 Local Law Enforcement	General Fund	DON (I3700)	\$5,000



Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
Block Grant			
2000 Project Liftoff Opportunity Fund	General Fund	DON (I3700)	\$161,500
2001 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$41,100
2001 Community Learning Centers	General Fund	DON (I3700)	\$100,000
2000 N. Rainier Roundabout	General Fund	Trans (18003) (Fund 10310)	\$24,000
1999 Intermediate Capacity Transit Study	General Fund	Trans (18003)(Fund 10310)	\$32,667
1999 Livable Cities Initiative	General Fund	Trans (18003)(Fund 10310)	\$45,225
2000 TDM	General Fund	Trans (18003)(Fund 10310)	\$565,364

The grant amounts shown above are estimates only. The actual amount available will be determined at the time of close out of the Strategic Planning Office. The Director of Finance or his successor as custodian of the City Treasury is authorized and directed to make the necessary cash transfers and accounting entries as determined by the Director or his successor to reflect the changes in responsibility for grant funds as depicted above.

Section 35. To reflect the fact that the location of the Office for Education is shifted from the Strategic Planning Office to the Department of Neighborhoods, the Department of Neighborhoods/Office for Education is hereby authorized to charge the Education & Developmental Services Fund (Fund 17855) under Summit Code XH210 for the Education, Children, and Families Program.

Section 36. The City Position List is amended as follows:



1 A. To provide personnel resources to handle the anticipated work associated with the
2 creation of the Office of Policy and Management, the following new positions are
3 created in the Office of Policy and Management in the Executive Department:

Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
1	1.0	Executive 2, Exempt
5	1.0	Strategic Advisor 3, Exempt
4	1.0	Strategic Advisor 2, Exempt
1	1.0	Executive Assistant, Exempt
1	1.0	Administrative Staff Assistant, Exempt
1	1.0	Administrative Specialist II, Exempt

13 In addition, the following position and its incumbent, if any, is transferred from the
14 Strategic Planning Office to the Mayor's Office:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00015987)

17 B. To provide personnel resources to handle the anticipated work associated with the
18 transfer of planning and other functions to the Department of Design,
19 Construction and Land Use (DCLU), the following new positions are created in
20 DCLU:

Number of Positions	FTE per Position	Title
1	1.0	Manager 3
1	1.0	Sr. Urban Design Planner



Number of Positions	FTE per Position	Title
2	1.0	Planning & Development Supervisor
1	1.0	Sr. Planning & Development Specialist (two year limited term)
4	1.0	Sr. Planning & Development Specialist
2	1.0	Planning & Development Specialist II
1	0.5	Planning & Development Specialist II
2	0.5	Administrative Specialist I

C. To provide personnel resources to handle the anticipated work associated with the transfer of transportation planning, project management and other functions to Seattle Transportation, the following new positions are created in Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
2	1.0	Strategic Advisor 3
3	1.0	Sr. Transportation Planner
1	1.0	Associate Transportation Planner
2	0.5	Associate Transportation Planner
1	1.0	Strategic Advisor 2
1	0.5	Sr. Transportation Planner
1	1.0	Administrative Specialist II

In addition, the following positions and their incumbents, if any, supported by Sound Transit grant funds, are transferred from the Strategic Planning Office to Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 3, Exempt (Pocket #10001395)



Number of Positions	FTE per Position	Title
2	1.0	Strategic Advisor 1, Exempt (Pocket #10001397 and 10001399)

D. To provide personnel resources to handle the anticipated work associated with the transfer of project management functions and personnel support services for the Executive Department to the Office of Economic Development (OED) the following positions are created in OED:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, General Government
1	1.0	Personnel Specialist, Assistant

E. To provide personnel resources to handle the anticipated work associated with the transfer of the Office for Education, Neighborhood Action Team Seattle, and the COMPASS projects, the following positions and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Neighborhoods:

Number of Positions	FTE per Position	Title
1	1.0	Executive 1, Exempt (Pocket # 00023646)
1	1.0	Strategic Advisor 3, Exempt (Pocket # 10001112)
2	1.0	Strategic Advisor 2, Human Service (Pocket # 00023647 and 00023648)
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00026692)
1	1.0	Strategic Advisor 1, Human Services (Position # 00025123)
1	1.0	Administrative Staff Assistant, (Pocket # 10001114)



Number of Positions	FTE per Position	Title
1	1.0	Administrative Specialist II (Pocket # 00023649)
1	0.5	Accountant, BU (Pocket # 00023945)
1	1.0	Strategic Advisor I, Exempt (Pocket # 10001113)

F. To provide personnel resources to handle the anticipated work associated with the transfer of the financial management and accounting functions to the Department of Finance, the following positions, and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Finance or, if the Department of Executive Administration has been created, then to that new Department

Number of Positions	FTE per Position	Title
1	1.0	Sr. Financial Analyst (Pocket # 00023490)
1	1.0	Accountant, BU (Pocket # 00017339)

AMENDMENTS TO OTHER PARTS OF THE MUNICIPAL CODE

Section 37. Section 4.13.010 of the Seattle Municipal Code is amended to establish that all positions in the Office of Policy and Management are exempt:

SMC 4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems.

In addition to those positions exempted by statute, City Charter, or other ordinance provision (elected officers, officers appointed pursuant to the City Charter, assistant City attorneys, heads of employing units, members of boards and commissions established by the City Charter, members of boards and commissions established by ordinance, positions excluded from the Public Safety Civil Service System pursuant to SMC Section 4.08.060, system-wide exemptions provided for in SMC Section 4.13.020, and library employees), the positions of City



1 employment listed in the subsections of this section requiring a particularly high degree of
2 professional responsiveness and individual accountability, or requiring a confidential or fiduciary
3 relationship with the appointing authority, or being judicial positions requiring insulation as a
4 third branch of government, are hereby declared to be exempt from the Seattle Municipal Code
5 Chapters 4.04, 4.08, and the rules of the Personnel Department and the Public Safety Civil
6 Service Commission regarding examination, selection, discipline, termination, and appeals.

7 ***

8 7. Executive

9 Administrative Staff Analyst (SPO)
10 (PosNo. 00020490)

11 Administrative Staff Analyst (SPO)
(PosNo. 00026357)

12 Administrative Staff Assistant(OED)
13 (PosNo. 00024286)

14 Administrative Staff Assistant (OIR)
(PosNo. 00015325)

15 Administrative Staff Assistant (OOH)
16 (PosNo. 00017417)

17 All directors of offices in the Executive Department

18 All positions in the Office of the Mayor

19 All positions in the Office of Policy and Management

20 Executive Assistant (OCR)
21 (PosNo. 00024628)

22 ***



1 Section 38. Subsection 5.48.120D of the Seattle Municipal Code is amended as
2 follows:

3 **SMC 5.48.120 Taxpayer to keep books and records--Failure to make return or provide**
4 **records--Returns confidential.**

5 ***

6 D. The applications, statements or returns made to the Director pursuant to this
7 chapter shall not be made public, nor shall they be subject to the inspection of any
8 person except the Mayor, the City Attorney, the Finance Director or his or her
9 authorized agent, members of the City Council or their authorized agents, and the
10 Director of the Office of Policy and Management (~~Strategic Planning Office~~) or
11 his or her authorized agent. Returns are also subject to disclosure when the Public
12 Disclosure Act, RCW 42.17.160, et. seq., requires disclosure.

13 Section 39. Subsection 5.44.200B of the Seattle Municipal Code relating to disclosure
14 of certain tax records is amended as follows:

15 **SMC 5.44.200 Returns confidential--Exceptions.**

16 ***

17 B. Authority provided in this chapter to disclose information shall not be construed
18 as authority to give, sell or provide access to lists of individuals for commercial
19 purposes, provided that lists of applicants for professional licenses and of
20 professional licensees shall be made available to professional organizations
21 recognized by their professional examining board upon payment of a reasonable
22 fee therefor. Provided, such returns and information may be subject to inspection,
23 for official purposes only, by the Mayor, City Attorney, Finance Director or his or
her authorized agent, the City Auditor or his or her authorized agent, Chief of



1 Police or his or her authorized agent, members of the City Council or their
2 authorized agents, the Director of the Office of Policy and Management
3 ~~((Strategic Planning Office))~~ or his or her authorized agent, and the Executive
4 Director of the Seattle Ethics and Elections Commission or his or her authorized
5 agent, and when in the course of City duties presented to the Commission, to its
6 members; provided that nothing in this section shall prohibit the Executive
7 Director of the Seattle Ethics and Elections Commission from giving such facts or
8 information in evidence in any hearing conducted by the Commission; and
9 provided further that nothing in this section shall prohibit the Finance Director or
10 any member or employee of the Department of Finance from:

- 11 1. Giving such facts or information in evidence in any court action involving
12 the taxes or fees imposed by this chapter or a violation of the provisions
13 hereof or involving another City or state department and the taxpayer; or
- 14 2. Giving such facts and information to the taxpayer or his or her duly
15 authorized agent; or
- 16 3. Publishing statistics so classified as to prevent the identification of
17 individual returns or reports of items thereof; or
- 18 4. Giving such facts or information, for official purposes only, to the
19 Governor of the state, State Attorney General, or to any state department
20 or any committee or subcommittee of the Washington State Legislature
21 dealing with matters of taxation, revenue, trade, commerce, the control of
22 industry or the professions, or to the Prosecuting Attorney of any county
23 in the state, proper officer of the Federal Trade Commission, proper



1 officer of the Internal Revenue Service of the United States, or to the
2 proper officer of the tax department of any state or city or town or county,
3 or to any other authorized representatives of any state or federal law
4 enforcement agencies, but only if the statutes of the United States, or of
5 the state, or of such other state or city or county, as the case may be, grant
6 substantially similar privileges to the tax or law enforcement agencies of
7 The City of Seattle.

8 **UNCODIFIED ORDINANCE**

9 Section 40. Section 6 of Ordinance 118557, as amended by section 38 of Ordinance
10 118912 is further amended as follows:

11 Section 6. Oversight Committee. The Oversight Committee established pursuant to
12 Ordinance 115289, as modified by Ordinance 116430, shall continue in operation to review the
13 expenditure of Proceeds; to advise upon expenditures and allocations for the following year, and
14 to make recommendations on the implementation of particular programs and on any
15 reallocations. The Oversight Committee shall consist of seven (7) members: the Mayor, the
16 Chair of the City Council's Health, Housing, Human Services, Education and Libraries
17 Committee or its successor with respect to education issues, a representative of the Seattle
18 School Board, the Superintendent of the Seattle School District, and three (3) Seattle citizens
19 who shall be appointed by the Mayor and confirmed by the City Council. Appointed members
20 shall serve for a period of three (3) years, commencing at the respective dates of their
21 appointments, subject to reappointment; appointed members shall be discharged from further
22 service by two (2) consecutive unexcused absences, by moving their residence from Seattle, and
23 for other cause. Members shall serve without pay, but may be reimbursed their expenses,



1 including payments for childcare while attending meetings. The Oversight Committee may adopt
2 rules for its own procedures, including the frequency of meetings. The Director of the
3 Department of Neighborhoods (~~Strategic Planning Office~~) shall provide staff and logistical
4 support for the Oversight Committee.

5 REPEALERS

6 Section 41. The following sections of the Seattle Municipal Code and the corresponding
7 ordinances or sections or parts of sections of ordinances, respectively, are repealed on the
8 effective date of this ordinance:

9 3.14.800 - Neighborhood Planning Office - Office established - Purpose

10 3.14.810 - Director of Neighborhood Planning Office - Appointment - Removal

11 3.14.820 - Neighborhood Planning Office - Director duties

12 3.14.830 - Neighborhood Planning Office - Director - Ancillary duties

13 Section 42. The following sections of the Seattle Municipal Code and the corresponding
14 ordinances or sections or parts of sections of ordinances, respectively, are repealed effective June
15 14, 2002:

16 3.14.501 - Strategic Planning Office - Office established - Purpose

17 3.14.540 - Strategic Planning Office - Work Program to be adopted by City Council

18 MISCELLANEOUS PROVISIONS

19 Section 43. It is the express intent of the City Council that, in the event another
20 ordinance has heretofore been enacted that amended any section or subsection of the Seattle
21 Municipal Code amended or recodified herein, that earlier amendment should be effectuated
22 with equal dignity to this ordinance if at all possible in the codification of the Seattle Municipal
23



1 Code and by the courts, notwithstanding the use in this ordinance of an obsolete version of that
2 part of the Seattle Municipal Code on which to show intended amendments.

3 Section 44. In the event any section or subsection of the Seattle Municipal Code
4 purported to be amended or recodified herein has heretofore been repealed, that earlier repeal
5 shall be given full effect, and nothing in this ordinance shall be construed to re-enact or preserve
6 that section or subsection.

7 Section 45. It is the express intent of the City Council that, in the event a subsequent
8 ordinance refers to a position or office that was abolished by this ordinance, that reference shall
9 be deemed to be to the new superseding office or position created by this ordinance, and shall not
10 be construed to resurrect the old position or office unless the subsequent ordinance expressly so
11 provides by reference to this ordinance.

12 Section 46. It is the express intent of the City Council that, in the event a subsequent
13 ordinance refers to or amends a section or subsection of the Seattle Municipal Code amended or
14 recodified herein, but the later ordinance fails to account for the change made by this ordinance,
15 the two sets of amendments should be given effect together if at all possible.

16 Section 47. It is the express intent of the City Council that this ordinance makes only
17 those changes to the Seattle Municipal Code shown by striking out, inside double parentheses,
18 text to be deleted, and underlining text to be added. To this end, errors in showing the pre-
19 existing Seattle Municipal Code text are to be disregarded, and no change in the Seattle
20 Municipal Code is intended thereby.

21 Section 48. The Mayor shall have the power to make all administrative decisions,
22 including, but not limited to, decisions about the timing of the transfer of functions, positions and
23 incumbents, necessary to carry out the intent of this ordinance.



1 Section 49. The City Clerk shall publish in the City's legal newspaper the title and the
2 first eight sections of this ordinance, a numerical tabulation by Seattle Municipal Code number
3 or Ordinance number of the sections or subsections that are amended by sections eleven through
4 twenty-two and thirty-six through thirty-nine of this ordinance, and a listing of the Seattle
5 Municipal Code sections or subsections repealed as listed under the caption "Repealers" as the
6 summary of this ordinance, and state as part of that publication that the entire text may be
7 examined electronically at <http://clerk.ci.seattle.wa.us> on the Internet, or in paper form at the
8 offices of the City Clerk, First Floor, Seattle Municipal Building, 600 Fourth Avenue, Seattle,
9 WA 98104, or will be mailed upon request.

10 Section 50. The several provisions of this ordinance are declared to be separate and
11 severable and the invalidity of any clause, sentence, paragraph, subdivision, section, or portion of
12 this ordinance, or the invalidity of the application thereof to any person or circumstance, shall
13 not affect the validity of the remainder of this ordinance or the validity of its application to other
14 persons or circumstances.

15 Section 51. Any act consistent with the authority and prior to the effective date of this
16 ordinance is hereby ratified and confirmed.

17 Section 52. This ordinance shall take effect and be in force thirty (30) days from and
18 after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10)
19 days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

20 Passed by a two-thirds (2/3) vote of all the members of the City Council the ____ day of
21 _____, 20____, and signed by me in open session in authentication of its passage this
22 ____ day of _____, 20____.



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President of the City Council

Approved by me this _____ day of _____, 20____.

Mayor

Filed by me this _____ day of _____, 20____

City Clerk

(SEAL)



1
2 **ORDINANCE**

3 AN ORDINANCE relating to the organization of the executive branch of City government;
4 abolishing the Strategic Planning Office in the Executive Department and vesting the
5 responsibility for certain functions now performed by that office in other executive
6 agencies; creating a new policy office in the Executive Department and defining its
7 purposes and functions; moving the functions of the Office for Education to the
8 Department of Neighborhoods; lodging administrative support for the City Planning
9 Commission in the Department of Design, Construction and Land Use; amending the
10 City position list by abrogating, creating and transferring positions; amending the 2002
11 adopted budget; amending, repealing and adding an array of provisions throughout the
12 Seattle Municipal Code in connection with the reorganization and to correct obsolete
13 references; making certain positions exempt from the Civil Service; making provision for
14 transition; and repealing obsolete code provisions dealing with the Neighborhood
15 Planning Office, all by a two-thirds vote of the City Council.

16 **NOW THEREFORE,**

17 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

18 **ABOLITION OF STRATEGIC PLANNING OFFICE ("SPO"), ASSIGNMENT OF
19 CERTAIN FORMER SPO FUNCTIONS AND CREATION OF A NEW OFFICE OF
20 POLICY AND MANAGEMENT**

21 Section 1. From and after the effective date of this ordinance, except as provided
22 elsewhere in this or another ordinance, all continuing functions, responsibilities, duties,
23 agreements, obligations, authorizations, powers, equipment and records of the Strategic Planning
Office shall be carried out and maintained by other City departments and offices as designated in
this ordinance. On June 14, 2002, the Strategic Planning Office is abolished and all positions in
that office not transferred by ordinance are abrogated as of that date.

Section 2. Effective June 1, 2002 or the effective date of this ordinance, whichever is
later, the following functions and duties previously carried out by the Strategic Planning Office
shall be the responsibility of the Department of Design Construction and Land Use: 1) all
functions and duties related to urban planning including, but not limited to, monitoring and

1 updating of the Comprehensive Plan and the shoreline master program as well as carrying out
2 neighborhood and sub-area land use planning; 2) the provision of staff and administrative
3 support to the Seattle Planning Commission. On June 1, 2002 or the effective date of this
4 ordinance, whichever is later, all positions previously assigned to the Planning Commission are
5 abrogated.

6 Section 3. Effective June 1, 2002 or the effective date of this ordinance, whichever is
7 later, the following functions and duties previously carried out by the Strategic Planning Office
8 shall be the responsibility of Seattle Transportation: 1) all functions and duties related to
9 transportation, transit and parking planning and inter-governmental and inter-agency
10 coordination on transportation programs, projects and issues; 2) management and oversight of
11 major transportation - related projects.

12 Section 4. Effective May 1, 2002 or the effective date of this ordinance, whichever is
13 later, the following functions and duties previously carried out by the Strategic Planning Office
14 shall be the responsibility of the Department of Neighborhoods: 1) all functions and duties now
15 performed by the Office for Education, including but not limited to functions and duties
16 associated with the Families and Education Levy; 2) all functions and duties now performed by
17 Neighborhood Action Team Seattle program as well as the provision of contract resources for the
18 Seattle Neighborhood Group; 3) all functions and duties related to the Community Mapping,
19 Planning, and Analysis for Safety Strategies (COMPASS) program.

20 Section 5. Effective May 1, 2002 or the effective date of this ordinance, whichever is
21 later, the following functions and duties previously carried out by the Strategic Planning Office
22 shall be the responsibility of the Department of Finance: all functions and duties associated with
23

1 financial and programmatic monitoring of public corporations established pursuant to Chapter
2 3.110 SMC and accounting support for the Executive Department.

3
4 Section 6. Effective May 1, 2002 or the effective date of this ordinance, whichever is
5 later, the following functions and duties previously carried out by the Strategic Planning Office
6 shall be the responsibility of the Office of Economic Development: all functions and duties
7 associated with personnel support for the Executive Department.

8 Section 7. From and after the effective date of this ordinance, there shall be a new
9 office in the Executive Department known as the Office of Policy and Management.

10 **TRANSITIONAL PROVISIONS**

11 Section 8. From and after the effective date of this ordinance, all rules, regulations,
12 notices, and proceedings in effect on that date with respect to activities carried on by the
13 Strategic Planning Office shall continue in effect, unless and until they expire of their own terms
14 or are superseded, but the powers and responsibilities of the Director of the Strategic Planning
15 Office shall be performed by the appropriate Director or other office according to the nature of
16 the activity, unless otherwise provided by this or another ordinance.

17 Section 9. Unless otherwise provided by this or other ordinance or by resolution, the
18 Director of the Strategic Planning Office shall be succeeded on existing advisory or oversight
19 committees, boards or task forces established by ordinance or resolution of the City Council, or
20 by action of the Mayor independent of City ordinance or resolution, by the appropriate director,
21 according to the nature of the committee, board or task force. The Mayor shall determine in each
22 instance which director shall serve on the committee.

23

1 **BASIC CODE PROVISIONS FOR OFFICE OF POLICY AND MANAGEMENT AND**
2 **REASSIGNED FORMER STRATEGIC PLANNING OFFICE FUNCTIONS.**

3 Section 10. Subchapter III of Chapter 3.14 of the Seattle Municipal Code is
4 redesignated "Office of Policy and Management" and a new section 3.14.502 is added to the
5 Seattle Municipal Code as follows:

6 **3.14.502 Office established-Purpose.**

7 There is established in the Executive Department an Office of Policy and Management.
8 The purposes of the Office of Policy and Management are as follows:

- 9 A. To assist the Mayor and City Council in the development and analysis of high-
10 level Citywide policies on major issues including, but not limited to, public
11 safety, transportation alternatives and mobility, urban development, urban
12 sustainability and the natural environment, social equity, community health and
13 human needs;
- 14 B. To coordinate and lead major citywide initiatives and projects that cut across the
15 roles and responsibilities of multiple City departments, including, but not limited
16 to, complex real estate development projects that require the participation of a
17 variety of disciplines;
- 18 C. To develop partnerships that will further Citywide goals, and utilize the many
19 talents and resources of the full community;
- 20 D. To monitor and, if possible, influence critical external factors that affect Seattle's
21 economic vitality, jobs and demographics and recommend appropriate strategies;
- 22 E. To assist the Mayor in developing accountability agreements with departments
23 and to work with departments to ensure progress on priority projects;

- 1
- 2 F. To facilitate the process of developing City policy between the Mayor and City
3 Council by identifying joint priorities and helping to resolve differences.
4

5 Section 11. Section 3.14.510 of the Seattle Municipal Code is retitled to refer to the
6 "Office of Policy and Management" and is amended as follows:

7 **SMC 3.14.510 Director of the Office of Policy and Management--Appointment--Removal.**

8 The Director of the Office of Policy and Management (~~Strategic Planning Office~~) shall
9 be appointed by the Mayor, subject to confirmation by a majority vote of all members of the City
10 Council, and may be removed by the Mayor upon filing a statement of his or her reasons therefor
11 with the City Council.

12 Section 12. Section 3.14.521 of the Seattle Municipal Code is amended as follows:

13 **SMC 3.14.521 Director--Duties.**

14 Under the direction of the Mayor, the duties of the Director of the Office of Policy and
15 Management (~~Strategic Planning Office~~) are as follows:

- 16 A. Oversee and manage the functions of the Office of Policy and Management
17 (~~Strategic Planning Office~~) as set forth in Section 3.14.502 (~~Section 3.14.501~~);
18 and
19 B. Develop an annual work plan that is based on a joint City Council-Mayor Annual
20 Citywide Policy Priorities Resolution. The target date for the completion of such
21 resolution will be by the end of the first quarter of each calendar year. Provided,
22 however, that, for 2002 only, the Director of the Office of Policy and
23 Management shall, no later than June 30, 2002, submit a proposed Policy

1 Priorities Resolution for consideration by Council. This resolution will reflect the
2 major issues and priorities the City Council and Mayor want to address during the
3 coming year and will provide the basis for the Office of Policy and Management
4 work program as it relates to policy development. Furthermore, the Director of
5 the Office of Policy and Management will confer with the City Council President
6 and Committee Chairs on the approach to the work undertaken by the Office of
7 Policy and Management ((Such other functions and duties as may be assigned by
8 ordinance)).

9 Section 13. Section 3.14.530 of the Seattle Municipal Code is amended as follows:

10 **SMC 3.14.530 Director--Ancillary duties.**

11 In order to carry out office functions, the Director of the Office of Policy and
12 Management ((Strategic Planning Office)) shall have the power to:

- 13 A. Appoint, remove, assign, supervise, and control officers and employees in the
14 Office of Policy and Management ((Strategic Planning Office)) in accordance
15 with the applicable ~~((civil service))~~ ordinances and rules;
- 16 B. Manage the preparation of the proposed budget for the Office of Policy and
17 Management ((Strategic Planning Office)), authorize appropriate expenditures
18 and carry out the adopted budget ~~((; authorize necessary expenditures))~~ and
19 supervise the maintenance of adequate accounting systems and procedures;
20 develop and manage programs; and undertake authorized activities;
- 21 C. Execute and enforce contracts (including agreements for expert and consultant
22 services) subject to applicable purchasing and bidding ordinances; apply for
23 grants and donations for office programs; execute interdepartmental agreements

1 and, as authorized by ordinances, intergovernmental agreements; arrange for
2 places for public meetings; and solicit and use volunteer services; and

3 D. Promulgate rules and regulations to carry out office activities pursuant to the
4 Administrative Code, SMC Chapter 3.02.

5 Section 14. Section 3.06.030 of the Seattle Municipal Code is amended as follows:

6 **SMC 3.06.030 Director -- Powers and duties.**

7 The Director of the Department of Design, Construction and Land Use, under direction of
8 the Mayor, shall manage the Department of Design, Construction and Land Use, appoint, assign
9 and dismiss all employees in conformance with the City's personnel ordinances and rules, and
10 perform the following functions:

11 A. Enforcing building ordinances of the City, including but not limited to the
12 provisions of the Building Code; the Electrical Code; the Mechanical Code; the
13 Housing and Building Maintenance Code; the Land Use Code; the Pioneer Square
14 Minimum Maintenance Ordinance; the Condominium Conversion Ordinance; the
15 Energy Code; the Stormwater, Grading and Drainage Control Ordinance and
16 appropriate regulations;

17 B. Processing applications for construction permits, for grading permits, for use
18 permits, for zoning exceptions, for subdivisions and for other land use approvals,
19 including those related to shorelines management, but excluding those related to
20 historic preservation;

21 C. Monitoring and proposing updates to the Comprehensive Plan, related plans
22 associated with growth management and the shoreline master program as required
23 or directed;

1 D. Preparing and maintaining and proposing updates of such sub-area land use plans
2 as required or directed;

3 E. ((C-)) Conducting reviews of the effects of proposed projects, plans or programs on
4 the environment, as contemplated in the State Environmental Policy Act and City
5 ordinances;

6 F. ((D-)) Promoting the conservation of the City's housing stock;

7 G. ((E-)) Maintaining appropriate records regarding property, permits and structures;

8 H. Providing appropriate administrative and staff support to the Seattle Planning
9 Commission and the Seattle Design Commission;

10 I. ((F-)) Discharging such other responsibilities as may be directed by ordinance.

11 ~~((1-))~~ The Director shall consult on all matters of structural strength and design with an
12 assistant who is a licensed structural engineer or architect with at least five (5) years' experience
13 in the practice of his/her profession, unless the Director possesses such qualifications. Moreover,

14 ~~((2-))~~ ~~((T))~~ the Director shall consult on all matters concerning compliance with design
15 guidelines with a qualified architect or urban designer with at least five (5) years of experience in
16 the practice of his/her profession, unless the Director possesses such qualifications.

17 Section 15. Section 3.20.300 of the Seattle Municipal Code is amended as follows:

18 **SMC 3.20.300 Office created--Purpose.**

19 There shall be within the Department of Neighborhoods ~~((Strategic Planning Office))~~ an
20 Office for Education. This Office shall facilitate the City's support for the educational and
21 developmental needs of students in Seattle's public schools and their families. The Office is
22 responsible for leadership, direction, policy development, interdepartmental and interagency
23 communication and coordination regarding:

1 A. Families and Education Levy. The Office shall:

- 2 1. Perform the strategic planning necessary to establish a policy framework
3 for the City's involvement in education and school-related initiatives,
4 including the Families and Education Levy;
- 5 2. Provide staffing and logistical support to the Levy Oversight Committee
6 and interdepartmental teams;
- 7 3. Negotiate a levy interlocal agreement between the City and the Seattle
8 School District; and
- 9 4. Develop and oversee interagency and interdepartmental collaborative
10 planning, implementation, and evaluation of Families and Education Levy
11 funded programs.

12 B. Ongoing City Education Programs and Policies. The Office shall:

- 13 1. Act as a liaison between the City and the Seattle School District on all
14 education issues of joint concern, including, but not limited to, Families
15 and Education Levy implementation;
- 16 2. Develop and facilitate City interdepartmental collaboration to assure City-
17 funded programs within Seattle public schools are operating efficiently
18 and effectively;
- 19 3. Work cooperatively with the Seattle School District to develop new
20 educational support resources and ensure coordinated linkage, as
21 appropriate, with community-based services; and
- 22 4. Act as a liaison with other education agencies in the region to promote a
23 coordinated response to education-related issues.

1 Section 16. Section 3.20.310 of the Seattle Municipal Code is amended as follows:

2 **SMC 3.20.310 Director created--Duties.**

3 There shall be a Director for Education who shall be appointed by the Director of the
4 Department of Neighborhoods in collaboration with the Mayor ((Strategic Planning Office)). The
5 Director for Education shall be responsible, under the direction of the Mayor and the Director of
6 the Department of Neighborhoods ((Strategic Planning Office)), for the administration of the
7 Office for Education.

8 Section 17. Section 3.35.010 of the Seattle Municipal Code is amended as follows:

9 **SMC 3.35.010 Department Established--Purpose.**

10 There is established a Department of Neighborhoods to provide citizens and
11 neighborhoods with consolidated, accessible, and effective tools and resources:

- 12 A. To identify and address their diverse character and needs;
- 13 B. To assist their participation in the processes of City government;
- 14 C. To improve two (2) way communication between them and City departments;
- 15 D. To give them the capacity to build their communities;
- 16 E. To encourage their participation in finding solutions to their problems;
- 17 F. To encourage their communication and collaboration with other neighborhoods,
18 business organizations and community groups; ~~((and))~~
- 19 G. To implement the Neighborhood Planning and Assistance Program adopted by
20 Resolution 27709((-)); and
- 21 H. To foster coordination and unity of purpose among neighborhoods, City
22 government and the schools through co-location with the City's Office for
23 Education.

1 Section 18. Section 3.35.030 of the Seattle Municipal Code is amended as follows:

2 **SMC 3.35.030 Director--Functions.**

3 The Director of the Department of Neighborhoods shall manage the department and shall:

- 4 A. Serve as liaison with citizens, neighborhoods and other community organizations;
- 5 B. Manage the City's system of neighborhood ((community)) service centers;
- 6 provide staff for the City Neighborhood Council and district councils; and
- 7 administer the Neighborhood Matching Fund Program and the Neighborhood
- 8 Matching Fund;
- 9 C. Receive complaints and requests for service from citizens and communities and
- 10 work with City departments in resolving them; provide the directory assistance
- 11 function for the City; provide information about City government to the public;
- 12 conduct outreach programs to elicit citizen participation; present neighborhood
- 13 concerns to City departments and strengthen departmental responses to
- 14 neighborhood problems; assure coordinated departmental responses to
- 15 neighborhood concerns; and mediate disputes between City departments and
- 16 affected communities;
- 17 D. Assist communities in understanding and responding to proposed projects and
- 18 activities affecting local land uses and the quality of the neighborhood
- 19 environment; and facilitate community meetings on City issues and actions
- 20 having an impact on neighborhoods;
- 21 E. Assist communities in identifying problems and needs and help them develop,
- 22 coordinate and implement neighborhood plans and other actions to address such
- 23

1 issues; and report annually to the City Council regarding the status of
2 neighborhood plans;

3 F. Provide technical assistance to neighborhoods undertaking general organizing
4 efforts;

5 G. In collaboration with the Mayor, appoint the director of the Office for Education
6 and oversee that office's programs and functions;

7 H. Oversee and direct the Neighborhood Action Team Seattle to foster a multi-
8 department and community engagement approach to solving complex public
9 safety problems;

10 I. Oversee and direct the COMPASS project including the maintenance and use of
11 the associated database;

12 J. ((G.)) Perform such other functions as assigned by the City in its annual budgets or by
13 ordinance from time to time.

14 Section 19. Section 3.64.040 of the Seattle Municipal Code is amended as follows:

15 **SMC 3.64.040 Ancillary powers.**

16 The Planning Commission shall have the power to:

17 A. Select one member as the presiding officer of the Commission for a term of one
18 (1) year. No person shall serve as presiding officer for more than two years;

19 B. Organize itself, establish committees or subcommittees, and delegate duties for
20 the performance of its work;

21 C. Adopt rules of procedure in accordance with the Administrative Code ((Chapter
22 3.02 of the Municipal Code))(((Ordinance 102228) and Section 26.3 of the
23 ~~Zoning Ordinance (Ordinance 86300))~~)) to accomplish its functions;

- 1 D. Use ((~~Obtain~~)) administrative support and staff provided by the Department of
2 Design, Construction and Land Use to assist the Commission in the performance
3 of its functions, maintenance of its records, conduct of official correspondence,
4 arrangement for meetings ((~~;~~)) and preparation of estimates of expenditures ((~~;~~ and
5 administration of any)) for use by the Director of Design Construction and Land
6 Use in preparation of the Department's annual budget ((~~of the Commission~~)); and
- 7 E. Provide input to the Department in selection of staff to support the Commission.
8 ((Authorize payment of expenses incurred in the course of its activities, including
9 reimbursement of expenditures by its members.))

10 Meetings of the Commission, the minutes of its proceedings, and its findings and
11 recommendations shall be open to the public.

12 Section 20. Section 3.12.030 of the Seattle Municipal Code is amended as follows:

13 **SMC 3.12.030 Director's duties.**

14 Under the direction of the Mayor, the functions of the Director of Transportation
15 include:

- 16 A. Making transportation surveys, maps, profiles, plans, specifications, estimates and
17 reports as required by the City;
- 18 B. Laying out, directing and supervising the construction of transportation public
19 works required by the City within the City and on property belonging to or
20 controlled by the City, except as otherwise provided by ordinance placing such
21 responsibility in another department;
- 22 C. Superintending, managing, constructing, repairing, maintaining, cleaning and
23 controlling bridges, wharves, streets, gutters, sidewalks;

1 D. Enforcing and implementing City ordinances, contracts, and rules that relate to
2 Seattle Transportation;

3 E. Appointing, supervising and controlling the officers and employees of ((the))
4 Seattle Transportation subject to personnel ordinances and rules of the City;

5 F. Conducting transportation planning; coordinating with and assisting Metropolitan
6 King County in transit activities; participating in regional transportation planning;
7 operating programs and activities to reduce traffic congestion, including among
8 other activities, encouragement of carpools, vanpools, ride sharing, the use of
9 transit or traveling at other than peak hours, and furthering bicycling and other
10 modes of travel;

11 G. Maintaining a repository of City survey, graphic, climatic, soils and engineering
12 records; of plans and construction notes of all work in street area;

13 H. Managing, coordinating and staffing major transportation - related projects;

14 I ((H)). Performing such other functions as assigned by the City.

15 If the Director does not possess at least ten (10) years' experience in civil engineering, he or she
16 shall appoint and consult on all engineering matters with an assistant who is a professional
17 engineer and has such experience.

18 Section 21. Section 3.38.010 of the Seattle Municipal Code is amended as follows:

19 **SMC 3.38.010 Department established-- Functions, powers, and authority.**

20 There is established a Department of Finance to exercise general supervision over the
21 financial affairs of the City; administer and enforce laws and ordinances relating to weights,
22 measures, and consumer protection; administer the City's public works contracting processes and
23 execute contracts for public works projects; administer the contractor processes of and execute

1 and manage contracts for all supplies, material, equipment and services required by City
2 agencies, and the disposition of property, equipment, supplies, and material other than art works
3 that are surplus to the City's needs; administer and enforce law and City ordinances relating to
4 contract compliance and animal control; direct City budgeting, revenue forecasting, and
5 economic analysis activities, and license for regulation and/or revenue unless law or ordinance
6 vests such power elsewhere.

7 The head of the Department of Finance shall be the Director of Finance. As of January 1,
8 2001, all references to "Finance Department," "Finance Director," "Purchasing Agent,"
9 "Department of Administrative Services," "Comptroller," "Department of Licenses and
10 Consumer Affairs," "Director of Licenses and Consumer Affairs," or "Board of Public Works"
11 shall be deemed to be a reference to "Department of Finance" or "Director of Finance" as may
12 be applicable, except where the historical reference to "Finance Department," "Finance
13 Director," "Purchasing Agent," "Department of Administrative Services," "Comptroller,"
14 "Department of Licenses and Consumer Affairs," "Director of Licenses and Consumer Affairs,"
15 or "Board of Public Works" is called for by context. The City's Code Reviser is authorized to
16 amend the Seattle Municipal Code over time as he or she deems appropriate in order to carry out
17 this reference change. The Director of Finance's functions and powers include the following:

- 18 A. Maintaining the City's financial accounts and records, issuing financial statements
19 on behalf of the City, establishing accounting policies and procedures for City
20 departments, and monitoring departmental compliance therewith;
- 21 B. Producing the City's comprehensive annual financial report in a timely manner
22 and in accordance with generally accepted accounting principles;
- 23

- 1 C. Keeping the City Treasury, receiving and disbursing all money belonging to the
2 City, unless otherwise expressly provided by state law or City ordinance;
3 collecting funds due to the City when the function has not been assigned to
4 another City department; preparing and disbursing the payroll after receiving
5 proper certification from departments; and performing the duties assigned by state
6 statute to a city treasurer;
- 7 D. Investing funds in excess of the City's current needs, forecasting cash balances
8 and needs, depositing and managing cash, and administering trust accounts that
9 are not assigned to any other department;
- 10 E. Managing City borrowing, executing and issuing all appropriate documents
11 including contracts and other documents for and on behalf of the City in
12 connection with the issuance of bonds and other debt instruments as authorized by
13 ordinance or resolution, retaining financial and other necessary consultants,
14 keeping all necessary registers of creditors, and arranging for repayment of debts;
15 and overseeing payment of federal and state taxes;
- 16 F. Providing technical assistance, training, and support to City departments in
17 performing financial functions;
- 18 G. Selecting qualified public depositories for the deposit of City moneys as
19 contemplated by RCW Chapter 39.58;
- 20 H. Certifying City officers or employees as cashiers for receiving and depositing
21 funds due to the City, establishing criteria for their certification and internal
22 controls for cash management, suspending or withdrawing their certification, and
23 pursuing remedies available at law in the event of loss;

- 1 I. Accepting and depositing donations to the City for its trust accounts, accepting
2 anonymous donations of cash to the City, and accepting unrestricted donations of
3 funds from identified donors in an amount up to One Thousand Dollars (\$1,000);
- 4 J. Arranging for withholding and payment of applicable federal and state taxes;
- 5 K. Promulgating rules and regulations in accordance with the City's Administrative
6 Code (Chapter 3.02; Ordinance 102228, as amended) as deemed necessary to
7 carry out the functions in Sections 3.38.010 through 3.38.080;
- 8 L. Performing such other activities as may be assigned by ordinance or delegated by
9 the Executive Services Director from time to time ;((=))
- 10 M. Manage the preparation of the proposed budget for the department, authorize
11 appropriate expenditures and carry out the adopted budget, develop and manage
12 programs, and undertake authorized activities;
- 13 N. Be the Budget Director as referenced in Chapter 35.A RCW and prepare the
14 Mayor's proposed budgets and revenue forecasts for submission to the Council,
15 giving guidance as appropriate to other City departments, offices, boards, and
16 commissions in the preparation of their proposed budgets;
- 17 O. Provide strategic financial analysis, including debt management, economic and
18 revenue forecasting, and special analysis of trends and events;
- 19 P. Provide financial and programmatic monitoring of public corporations established
20 pursuant to Chapter 3.110 SMC;
- 21 Q. ((P.)) Issue, deny, suspend, and revoke licenses for regulatory or revenue purposes
22 according to law;
- 23

1 appropriations for the following Lines of Business in the 2002 Budget of the Department of
2 Design, Construction and Land Use are increased as follows:

Fund	Line of Business	Amount
Design, Construction and Land Use Fund (15700)	Comprehensive Plan/Regional Planning (U2900)	\$299,917
Design, Construction and Land Use Fund (15700)	Land Use Policy/Code Development (U 2100)	\$132,224
Design, Construction and Land Use Fund (15700)	Urban Design (U2700)	\$167,160

3
4
5
6
7
8 The associated cash transfer authorized in Section 23 of this ordinance supports these additional
9 appropriations.

10 Section 23. To support the appropriation made in Section 22 above, cash is hereby
11 transferred from the General Subfund to the Design, Construction and Land Use Fund as shown
12 in the following table:

Fund	Amount Authorized
Design, Construction and Land Use Fund (15700)	\$599,302 transferred in
General Subfund (00100)	\$599,302 transferred out

13
14
15
16 Section 24. In order to pay for necessary costs and expenses in 2002 for functions
17 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
18 in the 2002 Budget of Seattle Transportation is increased as follows:

Fund	Line of Business	Amount
Transportation Operating Subfund (10310)	Transportation Infrastructure (18003)	\$416,075

19
20
21
22 The associated cash transfer authorized in Section 25 of this ordinance supports this additional
23 appropriation.

1 Section 25. To support the appropriation made in Section 24 above, cash is hereby
2 transferred from the General Subfund to the Transportation Operating Subfund as shown by the
3 following table:

Fund	Amount Transferred
Oper Tr IN-FR General Fund (587001)	\$416,075 transferred in
Transfer General Fund to Transportation Fund (Q5971031)	\$416,075 transferred out

4
5
6
7 Section 26. In order to pay for necessary costs and expenses in 2002 for functions
8 shifted from the Strategic Planning Office, the appropriation for the following Lines of Business
9 in the 2002 Budget of the Department of Neighborhoods are increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Administration (I3100)	\$47,918
General Subfund (00100)	Research & Prevention (I3600)	\$233,044
General Subfund (00100)	Office For Education (I3700)	\$616,172

10
11
12
13
14 Section 27. In order to pay for necessary costs and expenses in 2002 for functions
15 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
16 in the 2002 Budget of the Department of Finance is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Finance (A80)	\$132,126

17
18
19
20 Section 28. In order to pay for necessary costs and expenses in 2002 for functions
21 shifted from the Strategic Planning Office, the appropriation for the following Line of Business
22 in the 2002 Budget of the Office of Economic Development is increased as follows:

Fund	Line of Business	Amount
-------------	-------------------------	---------------

General Subfund (00100)	Office of Economic Dev. (X1D)	\$103,643
----------------------------	-------------------------------	-----------

Section 29. In order to reflect the fact that Strategic Planning Office functions are being shifted to other departments during 2002, the appropriation for the following Line of Business in the 2002 Budget of the Strategic Planning Office is decreased as follows:

Fund	Line of Business	AMOUNT
General Subfund (00100)	Strategic Planning (X8M)	(\$4,364,771)

If, during 2002 but after the final closeout of the Strategic Planning Office, there remains any unexpended and unencumbered appropriation for the Strategic Planning Office, the Director of the Office of Policy and Management shall present an ordinance for City Council consideration directing the disposition of any such appropriation.

Section 30. In recognition of the fact that administrative support for the Seattle Planning Commission will be provided by the Department of Design, Construction and Land Use, the appropriation for the following Line of Business in the 2002 Budget of the Seattle Planning Commission is reduced as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Planning Commission (V1P)	(\$138,038)

If, during 2002 but after the final closeout the Planning Commission (V1P) line of business in the General Subfund, there remains any unexpended and unencumbered appropriation, that appropriation, but not exceeding \$20,000, is hereby transferred to the 2002 budget of DCLU. To support that transfer, a corresponding amount of cash shall be transferred from the General Subfund to the Design, Construction and Land Use Fund (15700) Fund for administrative support of the Planning Commission.

1 Section 31. In order to provide funding for the Office of Policy and Management for
2 the remainder of 2002, the following additional appropriation is added to the 2002 Budget as
3 follows:

Fund	Line of Business	Amount
General Subfund (00100)	Policy and Management (TBD)	\$1,219,783

4
5
6
7 Section 32. In order to pay for necessary costs and expenses in 2002 for functions shifted
8 from the Strategic Planning Office, the appropriation for the following Line of Business in the
9 2002 Budget of the Mayor's Office is increased as follows:

Fund	Line of Business	Amount
General Subfund (00100)	Mayor's Office (X1A)	\$50,390

10
11
12
13 Section 33. Responsibility for carrying out the various agreements under which the
14 City received the following grants and other resources is reallocated to receiving departments to
15 be carried out as part of the respective and lines of business indicated below and the 2002 budget
16 appropriations of receiving departments are increased accordingly:

Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
2001 Racial Profiling Project	General Fund	Policy and Management (TBD)	\$100,000
2000 Northgate Beyond Master Plan	General Fund	Policy and Management (TBD)	\$7,700
2000 Earmark Project	General Fund	DON (I3600)	\$1,800
2000 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$5,000

Description	Fund Source	Receiving Dept, LOB & Fund	Estimated Amount
2000 Project Liftoff Opportunity Fund	General Fund	DON (I3700)	\$161,500
2001 Local Law Enforcement Block Grant	General Fund	DON (I3700)	\$41,100
2001 Community Learning Centers	General Fund	DON (I3700)	\$100,000
2000 N. Rainier Roundabout	General Fund	Trans (18003) (Fund 10310)	\$24,000
1999 Intermediate Capacity Transit Study	General Fund	Trans (18003)(Fund 10310)	\$32,667
1999 Livable Cities Initiative	General Fund	Trans (18003)(Fund 10310)	\$45,225
2000 TDM	General Fund	Trans (18003)(Fund 10310)	\$565,364

The grant amounts shown above are estimates only. The actual amount available will be determined at the time of close out of the Strategic Planning Office. The Director of Finance or his successor as custodian of the City Treasury is authorized and directed to make the necessary cash transfers and accounting entries as determined by the Director or his successor to reflect the changes in responsibility for grant funds as depicted above.

Section 34. To reflect the fact that the location of the Office for Education is shifted from the Strategic Planning Office to the Department of Neighborhoods, the Department of Neighborhoods/Office for Education is hereby authorized to charge the Education & Developmental Services Fund (Fund 17855) under Summit Code XH210 for the Education, Children, and Families Program.

Section 35. The City Position List is amended as follows:

A. To provide personnel resources to handle the anticipated work associated with the creation of the Office of Policy and Management, the following new positions are created in the Office of Policy and Management in the Executive Department:

Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
1	1.0	Executive 2, Exempt
5	1.0	Strategic Advisor 3, Exempt
4	1.0	Strategic Advisor 2, Exempt
1	1.0	Executive Assistant, Exempt
1	1.0	Administrative Staff Assistant, Exempt
1	1.0	Administrative Specialist II, Exempt

In addition, the following position and its incumbent, if any, is transferred from the Strategic Planning Office to the Mayor's Office:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00015987)

B. To provide personnel resources to handle the anticipated work associated with the transfer of planning and other functions to the Department of Design, Construction and Land Use (DCLU), the following new positions are created in DCLU:

Number of Positions	FTE per Position	Title
1	1.0	Manager 3
1	1.0	Sr. Urban Design Planner

Number of Positions	FTE per Position	Title
2	1.0	Planning & Development Supervisor
1	1.0	Sr. Planning & Development Specialist (two year limited term)
4	1.0	Sr. Planning & Development Specialist
2	1.0	Planning & Development Specialist II
1	0.5	Planning & Development Specialist II
2	0.5	Administrative Specialist I

C. To provide personnel resources to handle the anticipated work associated with the transfer of transportation planning, project management and other functions to Seattle Transportation, the following new positions are created in Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Executive 3, Exempt
2	1.0	Strategic Advisor3
3	1.0	Sr. Transportation Planner
1	1.0	Associate Transportation Planner
2	0.5	Associate Transportation Planner
1	1.0	Strategic Advisor 2
1	0.5	Sr. Transportation Planner
1	1.0	Administrative Specialist II

In addition, the following positions and their incumbents, if any, supported by Sound Transit grant funds, are transferred from the Strategic Planning Office to Seattle Transportation:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 3, Exempt (Pocket #10001395)

Number of Positions	FTE per Position	Title
2	1.0	Strategic Advisor 1, Exempt (Pocket #10001397 and 10001399)

D. To provide personnel resources to handle the anticipated work associated with the transfer of project management functions and personnel support services for the Executive Department to the Office of Economic Development (OED) the following positions are created in OED:

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, General Government
1	1.0	Personnel Specialist, Assistant

E. To provide personnel resources to handle the anticipated work associated with the transfer of the Office for Education, Neighborhood Action Team Seattle, and the COMPASS projects, the following positions and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Neighborhoods:

Number of Positions	FTE per Position	Title
1	1.0	Executive 1, Exempt (Pocket # 00023646)
1	1.0	Strategic Advisor 3, Exempt (Pocket # 10001112)
2	1.0	Strategic Advisor 2, Human Service (Pocket # 00023647 and 00023648)
1	1.0	Strategic Advisor 2, Exempt (Pocket # 00026692)
1	1.0	Strategic Advisor 1, Human Services (Position # 00025123)
1	1.0	Administrative Staff Assistant, (Pocket # 10001114)

Number of Positions	FTE per Position	Title
1	1.0	Administrative Specialist II (Pocket # 00023649)
1	0.5	Accountant, BU (Pocket # 00023945)
1	1.0	Strategic Advisor 1, Exempt (Pocket # 10001113)

F. To provide personnel resources to handle the anticipated work associated with the transfer of the financial management and accounting functions to the Department of Finance, the following positions, and their incumbents, if any, are transferred from the Strategic Planning Office to the Department of Finance or, if the Department of Executive Administration has been created, then to that new Department

Number of Positions	FTE per Position	Title
1	1.0	Sr. Financial Analyst (Pocket # 00023490)
1	1.0	Accountant, BU (Pocket # 00017339)

In addition, for the purpose of financial and programmatic monitoring of public corporations established pursuant to Chapter 3.110 SMC, the following new position is created in the Department of Finance or, if the Department of Executive Administration has been created, then to that new Department

Number of Positions	FTE per Position	Title
1	1.0	Strategic Advisor 2, Exempt

AMENDMENTS TO OTHER PARTS OF THE MUNICIPAL CODE

Section 36. Section 4.13.010 of the Seattle Municipal Code is amended to establish that all positions in the Office of Policy and Management are exempt:

SMC 4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems.

1 In addition to those positions exempted by statute, City Charter, or other ordinance
2 provision (elected officers, officers appointed pursuant to the City Charter, assistant City
3 attorneys, heads of employing units, members of boards and commissions established by the City
4 Charter, members of boards and commissions established by ordinance, positions excluded from
5 the Public Safety Civil Service System pursuant to SMC Section 4.08.060, system-wide
6 exemptions provided for in SMC Section 4.13.020, and library employees), the positions of City
7 employment listed in the subsections of this section requiring a particularly high degree of
8 professional responsiveness and individual accountability, or requiring a confidential or fiduciary
9 relationship with the appointing authority, or being judicial positions requiring insulation as a
10 third branch of government, are hereby declared to be exempt from the Seattle Municipal Code
11 Chapters 4.04, 4.08, and the rules of the Personnel Department and the Public Safety Civil
12 Service Commission regarding examination, selection, discipline, termination, and appeals.

13 ***

14 7. Executive

15 Administrative Staff Analyst (SPO)
16 (PosNo. 00020490)

17 Administrative Staff Analyst (SPO)
18 (PosNo. 00026357)

19 Administrative Staff Assistant(OED)
20 (PosNo. 00024286)

21 Administrative Staff Assistant (OIR)
22 (PosNo. 00015325)

23 Administrative Staff Assistant (OOH)
(PosNo. 00017417)

1 All directors of offices in the Executive Department

2 All positions in the Office of the Mayor

3 All positions in the Office of Policy and Management

4 Executive Assistant (OCR)
5 (PosNo. 00024628)

6 ***

7 Section 37. Subsection 5.48.120D of the Seattle Municipal Code is amended as
8 follows:

9 **SMC 5.48.120 Taxpayer to keep books and records--Failure to make return or provide
10 records--Returns confidential.**

11 ***

12 D. The applications, statements or returns made to the Director pursuant to this
13 chapter shall not be made public, nor shall they be subject to the inspection of any
14 person except the Mayor, the City Attorney, the Finance Director or his or her
15 authorized agent, members of the City Council or their authorized agents, and the
16 Director of the Office of Policy and Management (~~Strategic Planning Office~~) or
17 his or her authorized agent. Returns are also subject to disclosure when the Public
18 Disclosure Act, RCW 42.17.160, et. seq., requires disclosure.

19 Section 38. Subsection 5.44.200B of the Seattle Municipal Code relating to disclosure
20 of certain tax records is amended as follows:

21 **SMC 5.44.200 Returns confidential--Exceptions.**

22 ***

23 B. Authority provided in this chapter to disclose information shall not be construed
as authority to give, sell or provide access to lists of individuals for commercial

1 purposes, provided that lists of applicants for professional licenses and of
2 professional licensees shall be made available to professional organizations
3 recognized by their professional examining board upon payment of a reasonable
4 fee therefor. Provided, such returns and information may be subject to inspection,
5 for official purposes only, by the Mayor, City Attorney, Finance Director or his or
6 her authorized agent, the City Auditor or his or her authorized agent, Chief of
7 Police or his or her authorized agent, members of the City Council or their
8 authorized agents, the Director of the Office of Policy and Management
9 (~~Strategic Planning Office~~) or his or her authorized agent, and the Executive
10 Director of the Seattle Ethics and Elections Commission or his or her authorized
11 agent, and when in the course of City duties presented to the Commission, to its
12 members; provided that nothing in this section shall prohibit the Executive
13 Director of the Seattle Ethics and Elections Commission from giving such facts or
14 information in evidence in any hearing conducted by the Commission; and
15 provided further that nothing in this section shall prohibit the Finance Director or
16 any member or employee of the Department of Finance from:

- 17 1. Giving such facts or information in evidence in any court action involving
18 the taxes or fees imposed by this chapter or a violation of the provisions
19 hereof or involving another City or state department and the taxpayer; or
- 20 2. Giving such facts and information to the taxpayer or his or her duly
21 authorized agent, or
- 22 3. Publishing statistics so classified as to prevent the identification of
23 individual returns or reports of items thereof; or

1 School Board, the Superintendent of the Seattle School District, and three (3) Seattle citizens
2 who shall be appointed by the Mayor and confirmed by the City Council. Appointed members
3 shall serve for a period of three (3) years, commencing at the respective dates of their
4 appointments, subject to reappointment; appointed members shall be discharged from further
5 service by two (2) consecutive unexcused absences, by moving their residence from Seattle, and
6 for other cause. Members shall serve without pay, but may be reimbursed their expenses,
7 including payments for childcare while attending meetings. The Oversight Committee may adopt
8 rules for its own procedures, including the frequency of meetings. The Director of the
9 Department of Neighborhoods (~~Strategic Planning Office~~) shall provide staff and logistical
10 support for the Oversight Committee.

11 REPEALERS

12 Section 40. The following sections of the Seattle Municipal Code and the corresponding
13 ordinances or sections or parts of sections of ordinances, respectively, are repealed on the
14 effective date of this ordinance:

15 3.14.800 - Neighborhood Planning Office - Office established - Purpose

16 3.14.810 - Director of Neighborhood Planning Office - Appointment - Removal

17 3.14.820 - Neighborhood Planning Office - Director duties

18 3.14.830 - Neighborhood Planning Office - Director - Ancillary duties

19 Section 41. The following sections of the Seattle Municipal Code and the corresponding
20 ordinances or sections or parts of sections of ordinances, respectively, are repealed effective June
21 14, 2002:

22 3.14.501 - Strategic Planning Office - Office established - Purpose

23 3.14.540 - Strategic Planning Office - Work Program to be adopted by City Council

MISCELLANEOUS PROVISIONS

1
2 Section 42. It is the express intent of the City Council that, in the event another
3 ordinance has heretofore been enacted that amended any section or subsection of the Seattle
4 Municipal Code amended or recodified herein, that earlier amendment should be effectuated
5 with equal dignity to this ordinance if at all possible in the codification of the Seattle Municipal
6 Code and by the courts, notwithstanding the use in this ordinance of an obsolete version of that
7 part of the Seattle Municipal Code on which to show intended amendments.

8 Section 43. In the event any section or subsection of the Seattle Municipal Code
9 purported to be amended or recodified herein has heretofore been repealed, that earlier repeal
10 shall be given full effect, and nothing in this ordinance shall be construed to re-enact or preserve
11 that section or subsection.

12 Section 44. It is the express intent of the City Council that, in the event a subsequent
13 ordinance refers to a position or office that was abolished by this ordinance, that reference shall
14 be deemed to be to the new superseding office or position created by this ordinance, and shall not
15 be construed to resurrect the old position or office unless the subsequent ordinance expressly so
16 provides by reference to this ordinance.

17 Section 45. It is the express intent of the City Council that, in the event a subsequent
18 ordinance refers to or amends a section or subsection of the Seattle Municipal Code amended or
19 recodified herein, but the later ordinance fails to account for the change made by this ordinance,
20 the two sets of amendments should be given effect together if at all possible.

21 Section 46. It is the express intent of the City Council that this ordinance makes only
22 those changes to the Seattle Municipal Code shown by striking out, inside double parentheses,
23 text to be deleted, and underlining text to be added. To this end, errors in showing the pre-

1 existing Seattle Municipal Code text are to be disregarded, and no change in the Seattle
2 Municipal Code is intended thereby.

3 Section 47. The Mayor shall have the power to make all administrative decisions,
4 including, but not limited to, decisions about the timing of the transfer of functions, positions and
5 incumbents, necessary to carry out the intent of this ordinance.

6 Section 48. The City Clerk shall publish in the City's legal newspaper the title and the
7 first seven sections of this ordinance, a numerical tabulation by Seattle Municipal Code number
8 or Ordinance number of the sections or subsections that are amended by sections ten through
9 twenty-one and thirty-six through thirty-eight of this ordinance, and a listing of the Seattle
10 Municipal Code sections or subsections repealed as listed under the caption "Repealers" as the
11 summary of this ordinance, and state as part of that publication that the entire text may be
12 examined electronically at <http://clerk.ci.seattle.wa.us> on the Internet, or in paper form at the
13 offices of the City Clerk, First Floor, Seattle Municipal Building, 600 Fourth Avenue, Seattle,
14 WA 98104, or will be mailed upon request.

15 Section 49. The several provisions of this ordinance are declared to be separate and
16 severable and the invalidity of any clause, sentence, paragraph, subdivision, section, or portion of
17 this ordinance, or the invalidity of the application thereof to any person or circumstance, shall
18 not affect the validity of the remainder of this ordinance or the validity of its application to other
19 persons or circumstances.

20 Section 50. Any act consistent with the authority and prior to the effective date of this
21 ordinance is hereby ratified and confirmed.
22
23

Margaret Carter - CB 114134 as amended

From: Kirsten Evans
To: Margaret Carter
Date: 4/10/2002 4:19 PM
Subject: CB 114134 as amended
CC: Krista Bunch

FYI, here is CB 114134 as amended in FBBL on 4/3/02. I took the liberty of renumbering sections as a result of the amendments made. Full Council vote will be 4/15; I believe there will be a substitute version (and probably additional floor amendments).

[Krista - this is the same version I emailed out to all CMs except that the changes are no longer in revisions mode.]



STATE OF WASHINGTON – KING COUNTY

--SS.

145402
PARTS
City of Seattle, Clerk's Office

No. ORDINANCE FULL IN

Affidavit of Publication

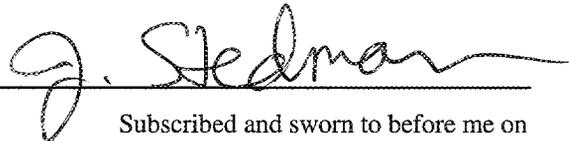
The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published 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

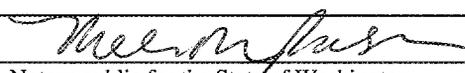
CT:ORD#120773 RESUBMITTED

was published on

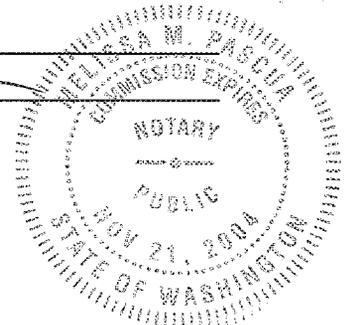
6/3/2002


Subscribed and sworn to before me on

6/3/2002


Notary public for the State of Washington,
residing in Seattle

Affidavit of Publication



STATE OF WASHINGTON – KING COUNTY

--SS.

144192
City of Seattle, Clerk's Office

No. TITLE ONLY ORDINANCES

Affidavit of Publication

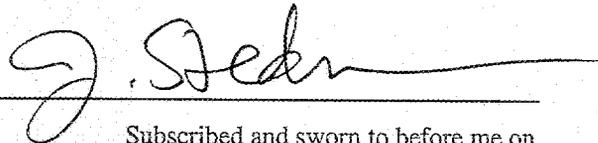
The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published 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

CTOT:120771-774

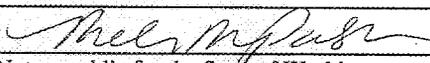
was published on

4/29/2002

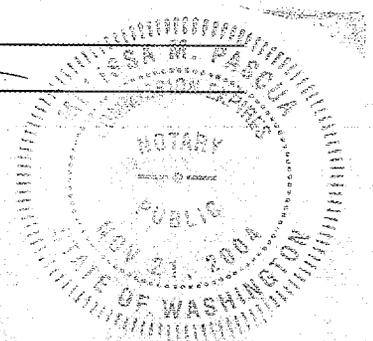


Subscribed and sworn to before me on

4/29/2002


Notary public for the State of Washington,
residing in Seattle

Affidavit of Publication



State of Washington, King County

City of Seattle

TITLE PUBLICATION

The full text of the following ordinances, passed by the City Council on April 19, 2002, is published here by title only and mailed upon request, or can be accessed electronically at <http://ark.ci.seattle.wa.us>. For further information, contact the Seattle City Clerk at 684-9344.

ORDINANCE NO. 120774

AN ORDINANCE appropriating money to pay certain claims and ordering the payment of

ORDINANCE NO. 120773

AN ORDINANCE relating to the organization of the executive branch of City government; abolishing the Strategic Planning Office in the Executive Department and vesting the responsibility for certain functions performed by that office in other executive agencies; creating a new policy office in the Executive Department; and defining its purposes and functions; merging the functions of the Office for Education to the Department of Neighborhoods; budgeting administrative support for the City Planning Commission in the Department of Design, Construction and Land Use; amending the City position list by abolishing, creating and transferring positions; amending the 2002 adopted budget; amending, repealing and adding an array of provisions throughout the Seattle Municipal Code in connection with the reorganization and to correct obsolete references; making certain positions exempt from the Civil Service; making provision for transition; and repealing obsolete code provisions dealing with the Neighborhood Planning Office, all by a two-thirds vote of the City Council.

ORDINANCE NO. 120772

AN ORDINANCE relating to financing the design of improvements to the Fremont Bridge; authorizing the Director of Transportation to execute a Public Works Trust Fund Loan Agreement with the Washington State Department of Community, Trade and Economic Development for design of the replacement of bridge approaches and the mechanical equipment that lifts the bridge decks; authorizing the acceptance of the Public Works Trust Fund proceeds and the incurring of indebtedness; and making a reimbursable appropriation; all by a three-fourths vote of the City Council.

ORDINANCE NO. 120771

AN ORDINANCE relating to the Human Services Department, authorizing an agreement with the United States Department of Housing and Urban Development for additional funds available under the Stewart B. McKinney Homeless Assistance Act, increasing certain expenditure allowances in the 2002 budget of the Human Services Department by a reimbursable appropriation, and ratifying and confirming prior acts, all by a three-fourths vote of the City Council.

Publication ordered by JUDITH PIPPIN, City Clerk.

Date of official publication in Daily Journal of Commerce, Seattle, April 29, 2002.
4/23(144192CE)

State of Washington, King County

City of Seattle ORDINANCE 120773

AN ORDINANCE relating to the organization of the executive branch of City government, abolishing the Strategic Planning Office in the Executive Department and vesting the responsibility for certain functions now performed by that office in other executive agencies; creating a new policy office in the Executive Department and defining its purposes and functions; moving the functions of the Office for Education to the Department of Neighborhoods; lodging administrative support for the City Planning Commission in the Department of Design, Construction and Land Use; amending the City position list by abrogating, creating and transferring positions; amending the 2002 adopted budget; amending, repealing and adding an array of provisions throughout the Seattle Municipal Code in connection with the reorganization and to correct obsolete references; making certain positions exempt from the Civil Service; making provision for transition; and repealing obsolete code provisions dealing with the Neighborhood Planning Office, all by a two-thirds vote of the City Council.

NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

ABOLITION OF STRATEGIC PLANNING OFFICE ("SPO"), ASSIGNMENT OF CERTAIN FORMER SPO FUNCTIONS AND CREATION OF A NEW OFFICE OF POLICY AND MANAGEMENT.

Section 1. From and after the effective date of this ordinance, except as provided elsewhere in this or another ordinance, all continuing functions, responsibilities, duties, agreements, obligations, authorizations, powers, equipment and records of the Strategic Planning Office shall be carried out and maintained by other City departments and offices as designated in this ordinance. On June 14, 2002, the Strategic Planning Office is abolished and all positions in that office not transferred by ordinance are abrogated as of that date.

Section 2. Effective June 1, 2002 or the effective date of this ordinance, whichever is later, the following functions and duties previously carried out by the Strategic Planning Office shall be the responsibility of the Department of Design, Construction and Land Use: 1) providing stewardship of the City's Comprehensive Plan and taking a lead role in overseeing and implementing the Comprehensive Plan; 2) all functions and duties related to urban planning including, but not limited to, monitoring and proposing updates to the Comprehensive Plan, related plans associated with growth management and the shoreline master program as required or directed; 3) the provision of staff and administrative support to the Seattle Planning Commission in such a manner that a) the independence of the Commission's recommendations pursuant to Article XIV, Section 3 of the City Charter is preserved, b) the Commission is able to respond to requests and provide advice to the Mayor and/or Council at its discretion, and c) the Commission is able to participate in the selection of staff to support the Commission and shall have approval authority with respect to the selection of staff to support the Commission and shall have approval authority with respect to the selection and assignment of the principal staff person. Furthermore, by August 30, 2002, the Department of Design, Construction and Land Use shall present a plan for Council review describing the Department's approach to carrying out the planning functions of the Strategic Planning Office, the creation

SMC 3.14.521 DIRECTOR — DUTIES.

Section 13. Section 3.14.530 of the Seattle Municipal Code is amended as follows:

SMC 3.14.530 DIRECTOR — ANCILLARY DUTIES.

Section 14. Section 3.06.030 of the Seattle Municipal Code is amended as follows:

SMC 3.06.010 DEPARTMENT CREATED.

Section 15. Section 3.06.030 of the Seattle Municipal Code is amended as follows:

SMC 3.06.030 DIRECTOR — POWER AND DUTIES.

Section 16. Section 3.20.300 of the Seattle Municipal Code is amended as follows:

SMC 3.20.300 OFFICE CREATED — PURPOSE.

Section 17. Section 3.20.310 of the Seattle Municipal Code is amended as follows:

SMC 3.20.310 DIRECTOR CREATED — DUTIES.

Section 18. Section 3.35.010 of the Seattle Municipal Code is amended as follows:

SMC 3.35.010 DEPARTMENT ESTABLISHED — PURPOSE.

Section 19. Section 3.35.030 of the Seattle Municipal Code is amended as follows:

SMC 3.35.030 DIRECTOR — FUNCTIONS.

Section 20. Section 3.64.040 of the Seattle Municipal Code is amended as follows:

SMC 3.64.040 ANCILLARY POWERS.

Section 21. Section 3.12.030 of the Seattle Municipal Code is amended as follows:

SMC 3.12.030 DIRECTOR'S DUTIES.

Section 22. Section 3.38.010 of the Seattle Municipal Code is amended as follows:

SMC 3.38.010 DEPARTMENT ESTABLISHED — FUNCTIONS, POWERS, AND AUTHORITY.

AMENDMENTS TO OTHER PARTS OF THE MUNICIPAL CODE

Section 37. Section 4.13.010 of the Seattle Municipal Code is amended to establish that all positions in the Office of Policy and Management are exempt:

SMC 4.13.010 EXEMPTIONS FROM THE CIVIL SERVICE AND PUBLIC SAFETY CIVIL SERVICE SYSTEMS.

Section 38. Subsection 5.48.120D of the Seattle Municipal Code is amended as follows:

SMC 5.48.120 TAXPAYER TO KEEP BOOKS AND RECORDS — FAILURE TO MAKE RETURN OR PROVIDE RECORDS — RETURNS CONFIDENTIAL.

Section 39. Subsection 5.44.200B of the Seattle Municipal Code relating to disclosure of certain tax records is amended as follows:

SMC 5.44.200 RETURNS CONFIDENTIAL — EXCEPTIONS.

REPEALERS

Section 41. The following sections of the Seattle Municipal Code and the corresponding ordinances or sections or parts of sections of ordinances, respectively, are repealed on the effective date of this ordinance:

3.14.800 — Neighborhood Planning Office — Office established — Purpose.

Director of Neighborhood