

Ordinance No. 118693

The City of Seattle
Council Bill/Ordinance

Council Bill No. 111833

INDEXED

An Ordinance establishing 29 positions in the Executive Services Department; providing for salary placement therefor; and amending Seattle Municipal Code Chapter 4.13 to exempt the new titles.

[Redacted]

OK

OK

Walk-021

CF No. _____

TECH + LABOR

| | |
|---|---|
| Date Introduced: <u>AUG 11 1997</u> | |
| Date 1st Referred: <u>AUG 11 1997</u> | To: (committee) <u>Technology & Labor Policy Committee</u> |
| Date Re - Referred: | To: (committee) |
| Date Re - Referred: | To: (committee) |
| Date of Final Passage: <u>AUG 19 1997</u> | Full Council Vote: <u>9-0</u> |
| Date Presented to Mayor: <u>AUG 18 1997</u> | Date Approved: <u>AUG 21 1997</u> |
| Date Returned to City Clerk: <u>AUG 21 1997</u> | Date Published: <u>[Signature]</u> T.O. <input checked="" type="checkbox"/> E.T. <input type="checkbox"/> |
| Date Vetted by Mayor: | Date Veto Published: |
| Date Passed Over Veto: | Veto Sustained: |

This file is complete and ready

Law Dept. Review

The City of Seattle - Legislative Department

Council Bill/Ordinance sponsored by: PODLODOWSKI
Councilmember

Law Department

OK

Committee Action:

TECH + LABOE 8/12/97 PASS 1-0

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

(initial/date)

Law Dept. Review

GMP
Review

City Clerk
Review

Electronic
Copy Loaded

Indexed

ORDINANCE 118693

AN ORDINANCE establishing 29 positions in the Executive Services Department; providing for salary placement therefor; and amending Seattle Municipal Code Chapter 4.13 to exempt the new titles.

WHEREAS the SFMS Replacement Project will require staffing by individuals with very specialized skills and abilities; Now Therefore

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1.

A. A title of SFMS Project Specialist I is hereby created, with a current salary range of:

\$23.00 - \$24.09 - \$25.23 - \$26.42 - \$27.67 - \$28.97 - \$30.33 - \$31.76

B. A title of SFMS Project Specialist II is hereby created, with a current salary range of:

\$28.07 - \$29.28 - \$30.54 - \$31.85 - \$33.22 - \$34.65 - \$36.14 - \$37.89

C. SFMS Project Specialist I and SFMS Project Specialist II shall be awarded any cost-of-living adjustments that are awarded to the City's civil service exempt and nonrepresented titles.

D. SFMS Project Specialist I and SFMS Project Specialist II shall be unique to the SFMS Replacement Project, and shall not be used to classify or compensate work elsewhere. Job duties are described in Exhibit A, attached.

Section 2.

A. The following exempt positions are hereby created in the Executive Services Department:

| <u>POSITION NUMBER</u> | <u>TITLE</u> |
|------------------------|---------------------------|
| 025602 | SFMS Project Specialist I |
| 025603 | SFMS Project Specialist I |
| 025604 | SFMS Project Specialist I |
| 025606 | SFMS Project Specialist I |
| 025607 | SFMS Project Specialist I |
| 025608 | SFMS Project Specialist I |
| 025609 | SFMS Project Specialist I |

| | | |
|----|--------|----------------------------|
| 1 | | |
| 2 | | |
| 3 | 025610 | SFMS Project Specialist I |
| 4 | 025611 | SFMS Project Specialist I |
| 5 | 025612 | SFMS Project Specialist I |
| 6 | 025613 | SFMS Project Specialist I |
| 7 | 025614 | SFMS Project Specialist I |
| 8 | 025615 | SFMS Project Specialist I |
| 9 | 025616 | SFMS Project Specialist I |
| 10 | 025617 | SFMS Project Specialist I |
| 11 | 025618 | SFMS Project Specialist I |
| 12 | 025620 | SFMS Project Specialist I |
| 13 | 025621 | SFMS Project Specialist I |
| 14 | 025622 | SFMS Project Specialist I |
| 15 | 025623 | SFMS Project Specialist I |
| 16 | 025624 | SFMS Project Specialist I |
| 17 | 025625 | SFMS Project Specialist I |
| 18 | 025626 | SFMS Project Specialist I |
| 19 | 025627 | SFMS Project Specialist I |
| 20 | 025628 | SFMS Project Specialist I |
| 21 | 025629 | SFMS Project Specialist I |
| 22 | 025630 | SFMS Project Specialist I |
| 23 | 025605 | SFMS Project Specialist II |
| 24 | 025619 | SFMS Project Specialist II |

B. All of the positions created in subsection A above shall sunset on or before January 1, 2001, and the titles "SFMS Project Specialist I" and "SFMS Project Specialist II" shall be eliminated from the payroll system at that time.

C. The Classification Director has reviewed the positions assigned to SFMS Project Specialist I and SFMS Project Specialist II by this ordinance, and has made determinations as to which are hourly and covered by the overtime provisions of the Fair Labor Standards Act (FLSA), and which are salaried and not covered by the overtime provisions of the FLSA. The Project Director will resubmit a position description for FLSA review any time that the duties or responsibilities of a position undergo a significant change.

1
2
3 **Section 3.**

4 A. Salary step placement calculations for current City employees who
5 are appointed to SFMS Project Specialist I or SFMS Project Specialist II will be
6 pursuant to Seattle Municipal Code Section 4.20.080 (B); provided, that the SFMS
7 Replacement Project Director may place them at any step of the salary range.
8 Salary step placement for new hires appointed to SFMS Project Specialist I or
9 SFMS Project Specialist II will be in accordance with Seattle Municipal Code
10 Section 4.20.030. Following initial placement, salary step progression shall be as
11 provided in Seattle Municipal Code Section 4.20.040; provided, that the SFMS
12 Replacement Project Director is authorized to award salary step increments or
13 decrements at any time based on measurable changes in scope and complexity of
14 duties, level of responsibility and accountability for duties completion, or impact of
15 error.

16 B. The SFMS Replacement Project Director shall define expected work
17 outcomes and accomplishments for each employee appointed to a position created
18 by Section 2 of this ordinance, and may, at the completion of an evaluation period,
19 award an employee a lump sum performance recognition payment of from zero
20 percent (0%) to five percent (5%) of base salary for meeting or exceeding those
21 targeted objectives. A description of the performance appraisal system is attached
22 as Exhibit B. The lump sum performance recognition payment shall not be
23 cumulative and shall not be added to base salary. For affected members of the
24 City Employees' Retirement System, the lump sum performance recognition
25 payment shall be considered a part of regular compensation for purposes of
26 withholding retirement contributions and calculating retirement benefits.
27

28 **Section 4.** Current City employees who are appointed to SFMS Project
Specialist I or SFMS Project Specialist II will be eligible for return to the positions
they held immediately prior to such appointment upon the completion of ~~or~~ their

| | |
|----|---------------------------------------|
| 1 | |
| 2 | Director |
| 3 | Compliance Manager/Deputy Director |
| 4 | Computer Services Manager |
| 5 | Contracting Division Director |
| 6 | Contracting Services Administrator |
| 7 | Data Processing Applications Director |
| 8 | Debt Management Coordinator |
| 9 | Director IV |
| 10 | Director VIII |
| 11 | Director X |
| 12 | Director XII |
| 13 | Economist—Department of Finance |
| 14 | Emergency Preparedness Administrator |
| 15 | Employment Services Director |
| 16 | Finance Director |
| 17 | Fleet Services Director |
| 18 | Hearing Examiner, Deputy |
| 19 | Information Systems Director— |
| 20 | Administrative Services |
| 21 | Investment Officer |
| 22 | Investment Officer, Assistant |
| 23 | Labor Relations Director |
| 24 | Management Planning and Support |
| 25 | Director |
| 26 | Manager VIII--#011162 |
| 27 | Municipal Facilities Administrator |
| 28 | PPS Replacement Project Director |
| | Personnel Director |
| | Personnel Services Administrator |
| | Planner, Senior |
| | Planning Director, Assistant |
| | Policy Development Director |
| | Purchasing Manager |
| | Risk Manager |
| | <u>SFMS Project Specialist I</u> |
| | <u>SFMS Project Specialist II</u> |
| | Strategic Technology Planner |

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

System Services Director
Technology Officer, Chief
Telecommunications Director
Vehicle Maintenance Director

Section 6. Any acts made consistent with the authority and prior to the effective date of this ordinance are hereby ratified and confirmed.

Section 7. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

PASSED by a two-thirds vote of the City Council of the City of Seattle this 18 day of August, 1997 and signed by me in open session in authentication of its passage this 18 day of August, 1997.

Jan Duggan
President _____ of the City Council

Approved by me this 21st day of August, 1997.

Norman B. Rice
Mayor

Filed by me this 21st day of August, 1997.

Janith E. Lippin
City Clerk

(Seal)

SFMS PROJECT SPECIALIST EXHIBIT A

Broadband Position Description

This title provides high level, specialized staffing for the SFMS Replacement Project whose mission is to replace the City's current financial management system before it becomes inoperable on January 1, 2000. Project staff will cover all phases of the replacement and implementation process including planning, analysis, software development, testing, modification, documentation, database administration, system operation, training, business process reengineering, administration and more. At its lowest level, SFMS Project Specialists will already be highly proficient in their field and capable of working independently, minimally having a related bachelors degree and two years of experience or comparable combinations of education and experience. Higher levels of SFMS Project Specialists will include leads and managers of functional areas, key high technology experts, and directors requiring commensurately higher levels of related education or experience.

The critical nature of this project requires that we be able to not only recruit staff from across the City who are technically the best in their fields, but retain them for the duration of the project and, in some cases, through a stabilization phase, despite the stress of extended working hours, limited opportunity to take time off, and catastrophic repercussions of not meeting their immovable deadline.

h:\wpoffice\winword\sfmsbb.doc

EXHIBIT B
SFMS PROJECT SPECIALIST
PERFORMANCE APPRAISAL PLAN

SFMS Project Specialist has an eight-step salary range. For current City employees initial placement on the range is in accordance with SMC 4.20.080(B) - Promotion, which provides for granting a one-step increase over the current pay rate, not to exceed the maximum step of the range; provided that the Project Director may approve placement anywhere on the range in recognition of special skills and qualifications. For new hires, initial placement on the range is in accordance with SMC 4.20.030; that is, the Director may assign any step on the salary range in recognition of recruiting needs or candidate qualifications.

Following initial appointment, there are three ways for an employee's salary to change:

- Employees will progress through the 8-step range based on length of service. If initial placement was at first step, the employee will receive an increment to second step at the end of 6 months of full-time work, and will receive subsequent increments at the end of each succeeding 12-month period. If initial placement was at other than first step, the employee must work the equivalent of 12 months full-time before receiving another step increase.
- The Project Director may increase or reduce an employee's base pay at any time based on substantive changes to the employee's duties and responsibilities that merit a different level of pay.
- Finally, each employee will be eligible for a lump sum performance payment of up to 5% of base pay for achievement of predetermined work outcomes and accomplishments. This lump sum payment will not be cumulative and will not be added to base pay.

The performance appraisal system shall be as follows:

- The Project Director identifies up to five individual goals and outcomes for the evaluation period, and will determine the relative weight (importance) of each.
- The Project Director communicates the desired goals and outcomes to the affected employee, describes timelines for accomplishment, and ensures that the employee understands what he or she must achieve to meet or exceed the Director's expectations.
- At the end of the evaluation period, the Director will compile from the appropriate sources whatever information is necessary to assess the

individual's achievements. The Director will decide on the level of performance recognition to be awarded (i.e., 0 steps, 1 step, 2 steps) based on the degree of success demonstrated for each of the individual goals and objectives. Before finalizing the evaluation and submitting any pay change, the Director and the affected employee will meet to discuss the evaluation and to set goals and objectives for the next evaluation period.

- A rating of "meets expectations" (60% of targeted outcomes accomplished) will merit no performance pay. A rating of "exceeds expectations" (61% to 90% of targeted outcomes accomplished) will merit a performance recognition lump sum payment of up to 3% of base pay, depending on the complexity of the targeted outcomes and the employee's level of responsibility for completion. A rating of "exceeds expectations—superior" (91% to 100%) will merit a performance recognition lump sum payment of up to 5% of base pay, depending on the complexity of the targeted outcomes and the employee's level of responsibility for completion.

Example

At the beginning of a three-month evaluation period, the Project Director and Employee A meet to agree on targeted goals and outcomes. The following outcomes are identified:

1. Employee A must meet with the appropriate functional experts to identify modification needs for the vendor provided documentation. The Director assigns this a "weight" of 1—it must be done in a timely fashion, and Employee A's successful achievement of this objective will pave the way for accomplishment of the remaining two objectives. However, since all the functional experts are knowledgeable about the system and the City's needs, and are familiar with the vendor's documentation, this task is not considered particularly difficult.
2. Employee A shall modify the documentation as needed. The Director assigns this a "weight" of 3, because it will require a high level of technical expertise.
3. Finally, Employee A will meet and work with end users to test and gain acceptance of the modified documentation. The Director assigns this a task a "weight" of 3, because successful user tests are critical to the next phase of the Project. Many of the end users are not technical experts, and Employee A will have to successfully communicate the purpose and anticipated results of the application of the modified documentation, regardless of the users' level of expertise.

At the end of the evaluation period, the Director determines that Employee A completed the first task in a timely manner because she had sufficient time to also complete tasks 2 and 3. Although several of the functional experts grumbled about having to spend their work time evaluating documentation at a point when they were involved in critical development projects, the Director has no reason to believe that Employee A did not work efficiently, with an awareness of co-workers' time demands. (1 point)

Employee A completed the modification of the vendor-provided documentation in a timely fashion. Changes are documented and complete records are available. Modifications clearly demonstrate that Employee A has a good technical grasp of the subject matter. (3 points)

Employee A met with 80% of the end users before the end of the evaluation period. Her inability to meet with all end users in the specified time period was minimally due to users' scheduling problems, and largely due to her underestimation of the amount of time that would be required to gain users' acceptance of the modified documentation. She had some communication problems with some users, as evidenced by her own observations and by the disgruntled remarks certain users made to the Director. (2 points)

Employee A earned 6 of 7 possible points, or 86% of targeted outcomes, making her eligible for a lump sum payment of up to 3% of her base pay for the evaluation period. Because these tasks were not as complex as tasks assigned to other project employees, the Director determines that 2% would be an appropriate recognition.

NOTE: SFMS Project Specialist is a civil service exempt title, and employees cannot appeal the Director's performance pay decisions.



City of Seattle

Norman B. Rice, Mayor

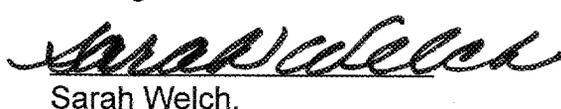
Executive Services Department
Dwight D. Dively, Director

July 31, 1997

TO: The Honorable Jan Drago, President
Seattle City Council

VIA: The Honorable Norman B. Rice, Mayor
ATTN: Judy Bunnell, Acting OMP Director

FROM:  Dwight Dively, Director
Executive Services Department

 Sarah Welch,
Personnel Director

SUBJECT: Proposed Legislation to Staff the SFMS Replacement Project

The attached council bill proposes the creation of 27 positions titled *SFMS Project Specialist* to staff the SFMS Replacement Project. Funding for these positions will be proposed in separate legislation submitted in August, but City Council approved in concept a proposed total SFMS Replacement Project budget of \$25.06 million in Resolution 29596.

This broadband provides a single title and salary range for all staff on the Project except for the three highest-paid positions. The positions, as well as the title SFMS Project Specialist, will sunset no later than January 1, 2001. Features of the broadband include:

- Salary placement will be in accordance with normal appointment and promotion rules, progression will be based on length of service, and non-service-related increases will be based on job growth only. This differs from our other proposed broadbands which give the appointing authority more discretion for salary placement and progression. Given the compressed nature of the Project, we believe that retaining these more traditional aspects of the base salary structure will greatly facilitate its administration.
- There is a variable performance pay component, providing up to five percent of base pay for accomplishment of pre-determined and assessable work outcomes.

Personnel Division, Dexter Horton Building, 710 Second Avenue, 12th Floor, Seattle, WA 98104-1793

Tel. (206) 684-7664, TDD: (206) 684-7888, FAX: (206) 684-4157, <http://www.ci.seattle.wa.us>

An equal-employment opportunity, affirmative action employer. Accommodations for people with disabilities provided on request.



The Honorable Jan Drago
July 31, 1997
Page Two

- To enhance workload management flexibility, the positions will be exempted from the classified/civil service. However, employees who are appointed from classified City positions will continue to accrue service credit in their pre-Project classifications, and will have the right to return to those positions upon completion of the Project. We believe this feature is critical to our ability to successfully recruit qualified City staff who are familiar with SFMS.

A two-thirds vote of the City Council is required to create these exempt positions.

Your favorable consideration of this legislation will be appreciated. Please direct any questions to Kathy Steinmeyer, Policy Development Unit, 4-7921.

SW/kss
Attachments

cc: The Honorable Tina Podlodowski
Technology and Labor Committee
Mike Herrin, SFMS Project Director
Civil Service Commissioners
Jean Teshima, ESD Human Resources
Personnel Division Administrators
Kathy Steinmeyer, Policy Development Unit



City of Seattle

Norman B. Rice, Mayor
Executive Department - Office of Management and Planning
Judy Bunnell, Director

*Approved by
Mayor N. Rice
8/8/97*

97-208

August 8, 1997

The Honorable Mark Sidran
City Attorney
City of Seattle

Dear Mr. Sidran:

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

REQUESTING
DEPARTMENT: Executive Services Department

SUBJECT: AN ORDINANCE establishing 29 positions in the Executive Services Department; providing for salary placement therefor; and amending Seattle Municipal Code Chapter 4.13 to exempt the new titles.

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

After reviewing this request and any necessary redrafting of the enclosed legislation, return the legislation to OMP. Any specific questions regarding the legislation can be directed to Monica Power at 684-8076.

Sincerely,

Norman B. Rice
Mayor

by

JUDY BUNNELL
Director

h:\admin\legis\lawltrs\power9

Enclosure

Seattle Municipal Building, 600 Fourth Avenue, Seattle, WA 98104-1826

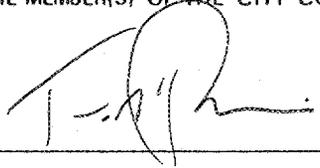
Tel: (206) 684-8080, TDD (206) 684-8118, FAX: (206) 233-0085

An equal-employment opportunity, affirmative action employer. Accommodations for people with disabilities provided on request.



SPONSORSHIP

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



| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

FOR CITY COUNCIL PRESIDENT USE ONLY

COMMITTEE(S) REFERRED TO: _____

PRESIDENT'S SIGNATURE

STATE OF WASHINGTON - KING COUNTY

84470
City of Seattle, City Clerk

—ss.

No.

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 118693

was published on

09/04/97

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

H. Peterson
Subscribed and sworn to before me on

09/04/97

[Signature]
Notary Public for the State of Washington,
residing in Seattle

below and file an executed copy of the claim with the Clerk of this Court within four months after the date of publication of this notice or within four months after the date of the filing of the copy of this Notice with the Clerk of the Court, whichever is later or the claim will be forever barred, except under those provisions included in RCW 11.40.011 or 11.40.013. This bar is effective as to claims against both the probate assets and nonprobate assets of the decedent.

Date of filing copy with Clerk of Court: August 20, 1997.
Date of First Publication: August 21, 1997.
CHAELE H WOOLEVER, Personal Representative.
SHORT CRESSMAN & GESS PLLC, Attorneys for Personal Representative, 999 3rd Avenue, Suite 3000, Seattle, WA 98104. Telephone: (206) 3333 9/4(84068)

NOTICE TO CREDITORS

Estate of **LOUIS C. HAFFERMAN** IN THE SUPERIOR COURT of the State of Washington for King County, County of King. In Re: Estate of Louis C. Hafferman, Deceased. In Probate No. 97-4-80-6SEA. Notice to Creditors.

The personal representative named below has been appointed and has qualified as personal representative of this estate. Persons having claims against the deceased must, prior to the time such claims would be barred by any otherwise applicable statute of limitations, serve their claims on the personal representative or the attorney of record at the address stated below and file an executed copy of the claim with the Clerk of this Court within four months after the date of publication of this Notice or within four months after the date of the filing of the copy of this Notice with the Clerk of the Court, whichever is later or, except under those provisions included in RCW 11.40.011 or 11.40.013, the claim will be forever barred. This bar is effective as to claims against both the probate assets and nonprobate assets of the decedent.

Date of filing copy of notice to creditors: September 3, 1997.
Date of first publication: September 4, 1997.
ARLETA Y HAFFERMAN, Personal Representative.
Attorney for Personal Representative: **TIMOTHY C. FRANKART GARVEY SCHURERT & BARER**, 18th Floor, 91 Second Avenue, Seattle, Washington 98101-2939. (206) 4-3939. 9/18(84526)

NOTICE TO CREDITORS

Estate of **JEAN L. STEELE** IN THE SUPERIOR COURT of the State of Washington and for the County of King. In re: Estate of Jean Lorraine Steele. Probate No. 97-4-04024-SEA. Notice to Creditors.

The Personal Representative named below has been appointed and has qualified as personal representative of this estate. Persons having claims against the deceased must, prior to the time such claims would be barred by any otherwise applicable statute of limitations, serve their claims on the co-personal representatives or their attorney of record at the address stated below and file an executed copy of the claim with the Clerk of the Court within four (4) months after the date of first publication of this notice, or within four (4) months after the date of the filing of the copy of this Notice with the Clerk of the Court, whichever is later or, except under those provisions included in RCW 11.40.011 or 11.40.013, the claim will be forever barred. This bar is effective as to claims against both the probate assets and nonprobate assets of the decedent.

WESLEY E. COATNEY IN THE SUPERIOR COURT of Washington for King County.

In the Matter of the Estate of Wesley E. Coatney, Deceased. No. 97-4-02892-0KNT. Notice to Creditors.

The Personal Representative named below has been appointed as Personal Representative of this estate. Any person having a claim against the deceased must, before the time the claim would be barred by any otherwise applicable statute of limitations, present the claim in the manner as provided in RCW 11.40.070 by serving on or mailing to the Personal Representative or the Personal Representative's attorney at the address stated below a copy of the claim and filing the original of the claim with the court. The claim must be presented within the later of: (1) Thirty days after the Personal Representative served or mailed the notice to creditor as provided under RCW 11.40.020(3); or (2) Four months after the date of first publication of the notice. If the claim is not presented within this time frame, the claim is forever barred, except as otherwise provided in Section 11 of this act and RCW 11.40.060. This bar is effective as to claims against both the decedent's probate and nonprobate assets.

Date of first publication: August 28, 1997.

Date of filing copy of notice to creditors: August 27, 1997.

CAROLYN A. COATNEY Personal Representative, Estate of Wesley E. Coatney, 748 Market Street, Suite 300, Tacoma, Washington 98402.
Attorney for Estate: **JOHN F. HANSLER**, WSBA No. 1579, **DOLACK, HANSLER, LORAN, ROWAN & RITCHIE**, P. S., 748 Market Street, Suite 300, Tacoma, Washington 98402. Tacoma (253) 383-7123; FAX (253) 572-1435. Seattle (206) 822-6233. Des Moines (253) 838-9061. 9/11(84384)

NOTICE TO CREDITORS

Estate of **EMMA MARTIN** IN THE SUPERIOR COURT of the State of Washington for King County.

In Re the Estate of Emma Martin, Deceased. No. 97-4-02710-9 SEA. Notice to Creditors.

The co-personal representatives named below have been appointed and have qualified as personal representatives of this estate. Persons having claims against the deceased must, prior to the time such claims would be barred by any otherwise applicable statute of limitations, serve their claims on the co-personal representatives or their attorney of record at the address stated below and file an executed copy of the claim with the Clerk of the Court within four (4) months after the date of first publication of this notice, or within four (4) months after the date of the filing of the copy of this Notice with the Clerk of the Court, whichever is later or, except under those provisions included in RCW 11.40.011 or 11.40.013, the claim will be forever barred. This bar is effective as to claims against both the probate assets and nonprobate assets of the decedent.

executed copy of the claim with the Clerk of the Court within four (4) months after the date of the first publication of this Notice or within four (4) months after the date of the filing of the copy of this Notice to Creditors with the Clerk of the Court, whichever is later or, except under those provisions included in RCW 11.40.011 or 11.40.013, the claim will be forever barred. This bar is effective as to claims against both the probate assets and nonprobate assets of the decedent.

Date of filing copy of Notice to Creditors with Clerk of the Court: August 7, 1997.

Date of first publication: August 21, 1997.

MARIE JOANNE SCHMIDT STRANG Personal Representative of the Estate of Roy L. Strang, 816 - 84th N. E., Medina, WA 98039.
MARC H. COCHRAN, WSBA #9235, Attorney for Estate of Roy L. Strang, **BONNEVILLE, VIERT MORTON & MCGOLD-RICK**, P. S., 820 "A" Street, Suite 600, P. O. Box 1533, Tacoma, WA 98401 (206) 627-8131. 9/4(84047)

NOTICE TO CREDITORS

Estate of **MARY LOU LEIGHTY** IN THE SUPERIOR COURT of the State of Washington for King County.

In Re: Estate of Mary Lou Leighty, Deceased. No. 97-4-03919-1 SEA. Notice to Creditors. (RCW 11.40.010)

The personal representative named below has been appointed and has qualified as personal representative of the above estate. All persons having claims against the deceased must, prior to the time such claims would be barred by any otherwise applicable statute of limitations, serve their claims on the personal representative, his appointed resident agent or on the Attorney of record at the address stated below, and file an executed (signed) copy of the claim with the clerk of this court within four months after the date of first publication of this notice, or within four months after the date of filing this Notice, with the clerk of this court, whichever is later or, except under those provisions included in RCW 11.40.011, or RCW 11.40.013, the claim will be forever barred.

This bar is effective as to claims against both the probate assets and non-probate assets of the decedent.

Date of filing copy of Notice to Creditors with Clerk of Court: August 20, 1997.

Date of first publication: August 21, 1997.

WILLIAM ERIC LEIGHTY, Personal Representative, 2211 Sherwood Hall Lane, Alexandria, VA
Resident Agent: **EDIE LEIGHTY**, 24844 S. E. 35th Street, Issaquah, Washington 98029.
Attorney for the Estate: **CHARLES P. FARRINGTON, ESQ.**, Attorneys for the Estate, 12501 Bellevue Redmond Road,

Date of first publication: August 21, 1997.

TERESA JANE SHUEY, **ROZANNE EILEEN SHUEY**, Co. Personal Representatives.
KENT WHITELEY, Attorneys for Estate, 777 108th Ave. N. E., Suite 1500, Bellevue, WA 98004 (425) 451-0500. **FOSTER PEPPER & SHEFFELMAN**, A Professional Limited Liability Company, 777 108th Avenue N. E., Suite 1500, Bellevue, Washington 98004-5118. (425) 451-0500. 9/4(84063)

NOTICE TO CREDITORS

Estate of **RUSSELL J. SMITH** IN THE SUPERIOR COURT of the State of Washington for King County.

In the Matter of the Estate of Russell J. Smith, Deceased. Probate No. 97-4-03901-8 SEA. Notice to Creditors.

The personal representative named below has been appointed and has qualified as personal representative of this estate. Persons having claims against the deceased must, prior to the time such claims would be barred by any otherwise applicable statute of limitations, serve their claims on the personal representative, or the attorney of record at the address stated below, and file an executed copy of the claim with the Clerk of this Court within four months after the date of first publication of this notice or within four months after the date of the filing of the copy of this Notice with the Clerk of the Court, whichever is later or, except under those provisions included in RCW 11.40.011 or RCW 11.40.013, the claim will be forever barred. This bar is effective as to claims against both the probate assets and nonprobate assets of the decedent.

Date of filing copy of notice to creditors with the Clerk of Court: August 19, 1997.

Date of first publication: August 21, 1997.

Personal Representative: **MARJORIE N. SMITH**, 14605 Wallingford North, Seattle, Washington 98133.
Attorney for Estate: **ROBERT L. HOTLZCLAW**, 800 Stewart Street, #400, Seattle, WA 98101-1362. Telephone: (206) 382-7047. 9/4(84040)

NOTICE TO CREDITORS

Estate of **JERROLD R. POTH** IN THE SUPERIOR COURT of the State of Washington and for King County.

In re Estate of Jerrold R. Poth, Deceased. No. 97-4-03243-3SEA. Notice to Creditors.

The undersigned have been appointed and have qualified as co-executors of the estate of the above-named deceased. Each person having a claim against the deceased must, prior to the time such claims would be barred by any otherwise applicable statute of limitations, serve the claim on one of the undersigned co-executors or on the attorneys of record at the address stated below and must file an executed copy of the claim