

2011 - 2012 Seattle City Council Green Sheet

Approved

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Budget Action Title: Pass C.B. 117037 - 2011 furlough program for non-represented employees

Councilmembers: Budget Committee

Staff Analyst: Patricia Lee

Council Bill or Resolution: C.B.117037, Tab 27 in gray notebook

Budget Committee Vote:

Date	Result	SB	BH	SC	TR	JG	NL	RC	TB	MO
11/12/2010	Pass 9-	Y	Y	Y	Y	Y	Y	Y	Y	Y

Budget Action description:

This green sheet recommends passage of C.B. 117037 which authorizes a furlough program in 2011 for City employees not covered by a collective bargaining agreement in the Executive and Legislative Branches and City Attorney’s Office. While this ordinance provides authority for and defines the provisions of a furlough program, it does not mandate it. Each hiring authority will determine which employees, if any, will take a furlough in 2011.

The provisions of the 2011 furlough program are:

- Furlough days will be scheduled based on each department or office’s operational needs.
- Although furlough days are unpaid, employees will receive most of the benefits they receive on paid leave days including accrual of sick and vacation time, retention of health insurance and other insured benefits, holiday benefits and pay, and continuation of personnel processes, i.e., furloughs will not count as a break in service and will not affect seniority, step placement or length of trial or probationary periods.
- Employees and the City will not make contributions to the Retirement System for furlough days and employees will not receive retirement service credit for furlough days.
- Employees earning less than \$18.00 an hour in 2011, or planning to retire by December 31, 2013, may use certain types of paid leave for their furlough days.
- Employees who submit a letter of intent to retire by December 31, 2013 and take vacation or compensatory time for their furlough days, and do not retire by December 31, 2013 shall reimburse the City either by pay or by deduction of equivalent vacation or compensatory time.
- Temporary employees and volunteers shall not be assigned to perform work to cover the time loss associated with furloughs.

The Executive estimates the 2011 furlough program will result in approximately \$740,000 in one time General Fund savings. This is a rough estimate as the exact number of furlough days or number of employees who will participate is not known at this time. The Executive does intend for employees in the Mayor’s Office, the City Budget Office, the Office of Intergovernmental Relations,

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the Office of Sustainability and Environment, the Office of Economic Development and the Office of Civil Rights to take a furlough in 2011 to help meet the Executive Department's 9.5% budget reduction target.

The City Attorney's Office also intends to use furloughs in 2011 to meet their budget reduction target.