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**CITY OF SEATTLE**  
**ORDINANCE** \_\_\_\_\_  
**COUNCIL BILL** 117618

AN ORDINANCE relating to City employment; establishing twenty-five (25) unfunded positions in the Personnel Department to be utilized by City departments to perform work that otherwise would be contracted out; and ratifying and confirming prior acts.

WHEREAS, Labor and Management share a mutual interest that City services delivered to the public be done in the most cost effective manner possible; and

WHEREAS, the Labor Management Leadership Committee is a forum for communication and cooperation to support the joint mission to deliver high quality, cost effective service to the citizens of Seattle while maintaining a high quality work environment for City employees; and

WHEREAS, the Labor Management Leadership Committee has established a sub-committee to identify bodies of work that could be performed less costly than having the work contracted out; and

WHEREAS, the unfunded positions will allow capacity for City departments to retain employees who may be subject to layoff and/or to reinstate employees who have been laid off; and

WHEREAS, the Personnel Department will monitor the utilization of the positions and report annually to the City Council; and

THEREFORE,

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

Section 1. As requested by the Personnel Director and recommended by the Mayor, there are hereby created twenty-five (25) unfunded positions in the Personnel Department. The positions are not exempt from the City's Civil Service system. The positions shall be designated as sunset positions, and shall sunset no later than December 31, 2014.



1           Section 2. City departments may request use of these unfunded positions to retain  
2 work within their department that they might otherwise have contracted out to non-city  
3 employees. The Personnel Director shall establish the criteria for use of these positions and  
4 make the final determination on whether the City department's request meets the criteria.

5           Section 3. The Personnel Director is authorized to fill, or to loan to other departments  
6 to fill, these 25 unfunded positions. These positions shall be funded by the existing budget  
7 authority of departments that utilize the positions. The Personnel Director shall determine the  
8 appropriate classification of these positions from among existing City classifications.

9           Section 4. The Personnel Director shall provide an annual report to the City Council's  
10 Government Performance and Finance Committee, on the use of these positions including the  
11 financial savings. The Personnel Director shall include all positions created by this Ordinance  
12 that have been classified or filled on the Personnel Departments' Annual Citywide Position List.

13           Section 5. Any acts made consistent with the authority of this ordinance taken after its  
14 passage and prior to the effective date are hereby ratified and confirmed.  
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Section 6. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_ day of \_\_\_\_\_, 2012, and signed by me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Michael McGinn, Mayor

Filed by me this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)



**FISCAL NOTE FOR NON-CAPITAL PROJECTS**

<b>Department:</b>	<b>Contact Person/Phone:</b>	<b>CBO Analyst/Phone:</b>
Personnel	David Bracilano/4-7874 Lenee Jones/4-0810	Greg Shiring/6-4085

**Legislation Title:**

AN ORDINANCE relating to City employment; establishing twenty-five (25) unfunded positions in the Personnel Department to be utilized by City departments to perform work that otherwise would be contracted out; and ratifying and confirming prior acts.

**Summary of the Legislation:**

This legislation establishes twenty-five (25) unfunded positions in the Personnel Department that sunset no later than December 31, 2014. The positions are not exempt from the City's Civil Service system. City departments may request use of these positions to retain work within their department that otherwise would be contracted out. The Personnel Director is authorized to fill, or to loan to other departments to fill, these 25 unfunded positions. These positions will be funded by the existing budget authority of departments that utilize the positions. The Personnel Director will determine the appropriate classification from among existing classifications and will monitor the utilization of the positions. All such positions that have been classified or filled shall be included in the Personnel Departments' Annual Citywide Position List.

**Background:**

In October 2011, the Labor Management Leadership Committee established a sub-committee to identify bodies of work that could be performed less costly than having the work contract out. The LMLC sub-committee also had an interest in retaining employees who were subject to layoff and/or to reinstate employees who had been laid off. The unfunded positions will allow capacity for City departments to retain employees where it is cost effective to do so.

Please check one of the following:

**This legislation does not have any financial implications.**  
Costs associated with these positions will be absorbed by departments' existing budgets using contract dollars.

**This legislation has financial implications.**

**Total Regular Positions Created, Modified, or Abrogated through this Legislation,  
Including FTE Impact:**



Position Title and Department	Position # for Existing Positions	Fund Name & #	PT/FT	2012 Positions	2012 FTE	2013 Positions*	2013 FTE*
Untitled	N/A			25		25	
<b>TOTAL</b>			<b>25 FTE</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>

\* 2013 positions and FTE are total 2013 position changes resulting from this legislation, not incremental changes. Therefore, under 2013, please be sure to include any continuing positions from 2012.

Position Notes:

**Do positions sunset in the future?**

The positions will be designated as sunset positions, and will sunset no later than December 31, 2014.

**Other Implications:**

- a) **Does the legislation have indirect financial implications, or long-term implications?**  
 No. Costs associated with these positions will be absorbed by departments' existing budgets using contract dollars.
- b) **What is the financial cost of not implementing the legislation?**  
 If the legislation is not implemented, private consultants will likely perform the work.
- c) **Does this legislation affect any departments besides the originating department?**  
 Yes, this legislation provides authority to create twenty-five (25) positions which may be loaned to other City departments.
- d) **What are the possible alternatives to the legislation that could achieve the same or similar objectives?**  
 None.
- e) **Is a public hearing required for this legislation?**  
 No.
- f) **Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
 No.
- g) **Does this legislation affect a piece of property?**  
 No.
- h) **Other Issues:**  
 None.

List attachments to the fiscal note below: None.





**City of Seattle**  
Office of the Mayor

September 24, 2012

Honorable Sally J. Clark  
President  
Seattle City Council  
City Hall, 2<sup>nd</sup> Floor

Dear Council President Clark:

I am pleased to transmit the attached proposed Council Bill that creates 25 unfunded positions for the Personnel Department. These positions may be loaned to other City departments for the specific purpose of retaining work within departments that otherwise would be contracted out.

In October 2011, the Labor Management Leadership Committee (LMLC) established a sub-committee to identify bodies of work that could be performed less costly than having the work contracted out. The LMLC sub-committee also had an interest in retaining employees who were subject to layoff and/or to reinstate employees who had been laid off. Where it is most cost effective, City departments are committed to finding ways to increase the work available to City staff and reduce the amount of work contracted out to consultants.

Thank you for your consideration of this legislation. Should you have question, please contact David Bracilano at (206) 684-7875 or Lenee Jones at (206) 684-0810.

Sincerely,



Michael McGinn  
Mayor of Seattle

cc: Honorable Members of the Seattle City Council

Michael McGinn, Mayor  
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