

Ordinance No. 123700

Council Bill No. 117268

AN ORDINANCE relating to exemptions from the Civil Service, reenacting and amending Seattle Municipal Code Section 4.13.010 to exempt various positions of employment from the Civil Service System by a two-thirds vote of the City Council.

CF No. _____

Date Introduced:	<u>Aug. 15, 2011</u>	
Date 1st Referred:	To: (committee)	<u>Finance and Budget</u>
<u>Aug. 15, 2011</u>	To: (committee)	
Date Re - Referred:	To: (committee)	
Date Re - Referred:	To: (committee)	
Date of Final Passage:	Full Council Vote:	
<u>9.12.11</u>	<u>9-0</u>	
Date Presented to Mayor:	Date Approved:	
<u>9.13.11</u>		
Date Returned to City Clerk:	Date Published:	T.O. <input checked="" type="checkbox"/>
<u>Sept. 23, 2011</u>	<u>Sept. 23, 2011</u>	F.T. <input type="checkbox"/>
Date Vetoed by Mayor:	Date Veto Published:	
Date Passed Over Veto:	Veto Sustained:	

The City of Seattle - Legislative Department

Council Bill/Ordinance sponsored by: Jean Goldson

Councilmember

Committee Action:

Do pass - JG, NG, M'013 9.9.11

9.12.11 Passed 9-0

This file is complete and ready for presentation to Full Council. Committee: _____ (initial/date)

Law Department

Law Dept. Review

OMP Review

City Clerk Review

Electronic Copy Loaded

Indexed

ORDINANCE 123700

1
2
3 AN ORDINANCE relating to exemptions from the Civil Service, reenacting and amending
4 Seattle Municipal Code Section 4.13.010 to exempt various positions of employment
5 from the Civil Service System by a two-thirds vote of the City Council.

6 WHEREAS, the City of Seattle has maintained an official list of positions and titles that are
7 exempt from civil service, and has codified the list in Seattle Municipal Code Section
8 4.13.010; and

9 WHEREAS, the following ordinances established positions that are exempt from civil service
10 but that have not yet been codified in Seattle Municipal Code Section 4.13.010:
11 Ordinance 121660, Ordinance 122298, Ordinance 122321, Ordinance 122718, Ordinance
12 122863, Ordinance 123092, Ordinance 123177, Ordinance 123360, Ordinance 123361,
13 Ordinance 123363 and Ordinance 123442; and

14 WHEREAS, the City will henceforth annually update its official list of Civil Service-exempt
15 positions and titles based on personnel actions that are adopted by ordinance that become
16 effective during the calendar year, or are implemented through the annual budget process;
17 and

18 WHEREAS, the City Council now wishes to adopt an updated list of Civil Service-exempt
19 positions and titles for 2011; NOW, THEREFORE,

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

21 Section 1. Effective January 1, 2011, Seattle Municipal Code Section 4.13.010 is hereby
22 reenacted and amended as follows:

23 **4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems.**

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



1 in the subsections of this section requiring a particularly high degree of professional
2 responsiveness and individual accountability, or requiring a confidential or fiduciary relationship
3 with the appointing authority, or being judicial positions requiring insulation as a third branch of
4 government, are hereby declared to be exempt from the Seattle Municipal Code Chapters 4.04,
5 4.08, and the rules of City Personnel, the Civil Service Commission, and the Public Safety Civil
6 Service Commission regarding examination, selection, discipline, termination, and appeals.
7

8
9 **Employment Unit**

Titles of Exempt Positions

10 1. All Employing Units

Administrative Secretary

Assistant to the Superintendent

All legal advisors and associate legal advisors to employing units

14 **Apprentice**

Executive 1

Executive 2

Executive 3

Executive 4

IT Professional A, Exempt

IT Professional B, Exempt

IT Professional C, Exempt

Manager 1, Exempt

Manager 2, Exempt

Manager 3, Exempt



- Office/Maintenance Aide
- Strategic Advisor 1, Exempt
- Strategic Advisor 2, Exempt
- Strategic Advisor 3, Exempt

In addition to the Titles of Exempt Positions in All Employing Units the positions listed below are exempt from civil service in the specified departments.

- 2. Arts and Cultural Affairs,
Office of None
- 3. Auditor, Office of the City All positions in the Office of the City Auditor except clerical positions classified in the Administrative Support class series
- 4. City Budget Office Admin Staff Analyst (PosNo. 00017844)
Executive Assistant (PosNo. 00016933)
- 5. City Light City Light Superintendent
Power Marketer
Electric Utility Executive 3, Officer
Electric Utility Executive 3, Director (not Officer level)
Electric Utility Executive 2
Electric Utility Executive 1
Finance Analyst, Senior (PosNo. 10004697)
- 6. Civil Service Commission Administrative Staff Assistant (PosNo. 00025687)
- 7. Executive ((Administrative Staff Assistant (OED) (PosNo. 00024286)))
Administrative Staff Assistant (OED) (PosNo. 10002037)



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

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

Administrative Staff Assistant (OOH) (PosNo. 00017417)

Administrative Staff Analyst (OSE) (PosNo. 10004696)

All directors of offices in the Executive Department

All positions in the Office of the Mayor

Community Development Specialist (OED) (PosNo. 10004691)

~~((Executive Assistant (OCR) (PosNo. 00024628)))~~

Executive Assistant (OED) (PosNo. 00025562)

~~((Paralegal (OCR)(PosNo. 00025294)))~~

8. Department of Finance
and Administrative
Services

Claims Adjuster - FAS

Investments/Debt Director

Investments/Debt Director, Assistant

9. Fire

All positions included in the Public Safety Civil Service are exempt from Chapters 4.04 and the rules of City Personnel and the Civil Service Commission regarding examination, selection, discipline, termination and appeals.

Executive Assistant, Senior ((Administrative Staff Assistant))(PosNo. 00007594)

10. Hearing Examiner,
Office of

All positions in the Office of Hearing Examiner, except clerical positions classified in the Administrative Support and Accounting Support class series

11. Human Services

None

12. Information Technology,
Department of

Executive Assistant, Senior (PosNo. 00026709)



- 1 13. Law All positions in the Law Department, except clerical
2 positions classified in the Administrative Support and
Accounting Support class series
- 3 14. Legislative All positions in the Legislative Department, except ((~~ether~~))
4 clerical positions classified in the Administrative Support
5 and Accounting Support class series
- 6 15. Municipal Court All Municipal Judges, Magistrates, and Court
7 Commissioners
8 All positions in the Probation Counselor class series
9 Administrative Specialist III((H)) (PosNo. 00023563)
10 ~~((Administrative Staff Assistant (PosNo. 10002374)))~~
11 Research and Evaluation Assistant (PosNo. 00011478)
12 Bailiff
13 Bailiff, Chief
14 Executive Assistant (PosNo. 00016207)
15 Executive Assistant, Senior (PosNo. 00011524)
16 Municipal Court Marshal
17 Municipal Court Marshal, Senior
18 16. Neighborhoods ~~((Administrative Staff Assistant (PosNo. 00022313)))~~
19 Administrative Staff Assistant (PosNo. 10004293)
20 Executive Assistant, Senior (PosNo. 00022313)
21 17. Parks and Recreation Administrative Staff Assistant (PosNo. 00010227)
22
23 18. Personnel Administrative Staff Assistant (PosNo. 00025346)
24
25 19. Planning and Development, ~~((Special Projects Facilitator (PosNo. 00021848)))~~
26 Department of
27
28



- 1 Administrative Staff Assistant (PosNo. 00014435)
- 2 20. Police All positions included in the Public Safety Civil Service are
3 exempt from Chapter 4.04 and the rules of City Personnel
4 and the Civil Service Commission regarding examination,
5 selection, discipline, termination and appeals.
6 Administrative Staff Assistant (PosNo. 10002374)
7
8 Executive Assistant, Senior (PosNo. 00006333)
9
10 Management Systems Analyst (PosNo. 10004666)
11
12 Police Chief, Assistant
13
14 Police Chief, Deputy
15
16 Victim Advocate (PosNo. 10004665)
- 17 21. Public Safety Civil Service Commission None
- 18 22. Retirement None
- 19 23. Seattle Center Executive Assistant, Senior ((Administrative Staff
20 Assistant))(PosNo. 10001213)
- 21 24. Seattle Ethics and Elections Commission All positions in the office of the Seattle Ethics and
22 Elections Commission
- 23 25. Seattle Public Utilities None
- 24 26. Transportation Executive Assistant ((Administrative Staff
25 Assistant))(PosNo. 00007689)
26 ~~((Executive Assistant, Senior (PosNo. 00008596)))~~
27 Administrative Specialist II (PosNo. 00007744)
28 Paralegal (PosNo. 10003513)
- 27 27. Seattle Firefighter's Pension Board All positions of the Seattle Firefighter's Pension Board



1 Section 2. This ordinance shall take effect and be in force 30 days from and after its
2 approval by the Mayor, but if not approved and returned by the Mayor within ten days after
3 presentation, it shall take effect as provided by Municipal Code Section 1.04.020.
4

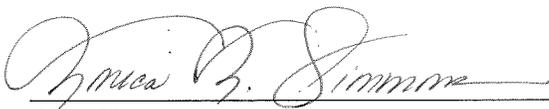
5
6 Passed by 2/3 vote of the members of the City Council the 12th day of
7 September, 2011, and signed by me in open session in authentication of its passage
8 this 12th day of September, 2011.
9

10 
11 President _____ of the City Council

12
13 Approved by me this 23rd day of Sept. 2011.

14
15 
16 Michael McGinn, Mayor

17
18 Filed by me this 13rd day of Sept., 2011.

19
20 
21 City Clerk

22
23 (Seal)
24
25
26
27
28



FISCAL NOTE FOR NON-CAPITAL PROJECTS

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Personnel Department	Joan Matheson / 386-9081	Gregory Shiring / 386-4085

Legislation Title:

AN ORDINANCE relating to exemptions from the Civil Service, reenacting and amending Seattle Municipal Code Section 4.13.010 to exempt various positions of employment from the Civil Service System by a two-thirds vote of the City Council.

Summary of the Legislation:

This legislation amends the Seattle Municipal Code (SMC) 4.13.010, Exemptions from the Civil Service and Public Safety Civil Service Systems, effective January 1, 2011. In addition to those positions exempted by statute, City Charter, or other ordinance provision, the positions of City employment listed in this legislation require a particularly high degree of professional responsiveness and individual accountability, a confidential or fiduciary relationship with the appointing authority, or are judicial positions requiring insulation as a third branch of government. Such positions are hereby declared to be exempt from the Seattle Municipal Code Chapters 4.04, 4.08, the City Personnel Rules, and the Public Safety Civil Service Commission regarding examination, selection, discipline, termination, and appeals.

Background: (Include a brief description of the purpose and context of legislation and include record of previous legislation and funding history, if applicable.)

In order to have City Council specifically approve positions that are exempted from civil service, there had been annual updates to the codified list of positions and/or titles that are exempt. The purpose of this legislation is to amend SMC 4.13.010 in order to codify those positions that have already been established by the following ordinances as civil service exempt: Ordinance 121660, Ordinance 122298, Ordinance 122321, Ordinance 122718, Ordinance 122863, Ordinance 123092, Ordinance 123177, Ordinance 123360, Ordinance 123361, Ordinance 123363 and Ordinance 123442.

Please check one of the following:

- This legislation does not have any financial implications.**
(Stop here and delete the remainder of this document prior to saving and printing.)





City of Seattle
Office of the Mayor

August 2, 2011

Honorable Richard Conlin
President
Seattle City Council
City Hall, 2nd Floor

Dear Council President Conlin:

I am pleased to transmit the attached proposed Council Bill, which amends Seattle Municipal Code Section 4.13.010 relating to exemptions from the civilian Civil Service. The Personnel Department, Legislative Department, and Law Department jointly recognized that SMC 4.13.010, Exemptions from the Civil Service, is not up-to-date with the codified list of positions and titles that are exempt from civil service. The purpose of this legislation is to amend SMC 4.13.010 in order to codify those positions that have already been established by various ordinances as civil service exempt.

Seattle Municipal Code 4.13.010 contains titles of exempt positions that exist in all employing units at the city, as well as positions established as exempt by department. There are also certain departments in which all positions, except those in the Administrative or Accounting Support series, are civil service exempt. These include the Legislative Department, Law Department and the Mayor's Office.

Thank you for your consideration of this legislation. Should you have any questions, please contact Joan Matheson at 386-9081.

Sincerely,

Michael McGinn
Mayor of Seattle

cc: Honorable Members of the Seattle City Council



STATE OF WASHINGTON – KING COUNTY

--SS.

276925
CITY OF SEATTLE, CLERKS OFFICE

No. 123687,698,699,700,701

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:TITLE ONLY ORDINANCE

was published on

10/04/11

The amount of the fee charged for the foregoing publication is the sum of \$ 95.55, which amount has been paid in full.



Affidavit of Publication

Subscribed and sworn to before me on

10/04/11

Notary public for the State of Washington,
residing in Seattle

State of Washington, King County

City of Seattle Title Only Ordinances

The full text of the following legislation, passed by the City Council on September 12, 2011, and published below by title only, will be mailed upon request, or can be accessed at <http://clerk.seattle.gov>. For information on upcoming meetings of the Seattle City Council, please visit <http://www.seattle.gov/council/calendar>.

Contact: Office of the City Clerk at (206) 684-8344.

ORDINANCE NO. 123687

AN ORDINANCE relating to land use and zoning; amending Chapter 23.32 of the Seattle Municipal Code at page 52 of the Official Land Use Map to rezone property located at 6300 Seaview Avenue NW, and a portion of the NW 65th Street right-of-way lying immediately east of Seaview Avenue NW, from Single Family 5000 (SF 5000) to Commercial 1 with a 40 foot height limit (C1-40) (Petition by Mary Hanna Murphy, C.F. 311196, DPD Project 3011490).

ORDINANCE NO. 123698

AN ORDINANCE relating to employment in Seattle; adding a new chapter 14.16 to the Seattle Municipal Code; establishing minimum standards for the provision of paid sick and paid safe time; prescribing penalties, remedies and enforcement procedures; amending Section 3.14.931 of the Seattle Municipal Code; and requesting a post-implementation assessment from the Seattle Office for Civil Rights.

ORDINANCE NO. 123699

AN ORDINANCE related to the City Light Department and a Utility Relocation Agreement with the City of Burien for the relocation and undergrounding of utility infrastructure for the 1st Avenue South Improvements -- Phase 2 project in Burien; approving the release, indemnification and hold harmless provision in accordance with Section 8.2 of the Utility Relocation Agreement, and ratifying and confirming certain prior acts.

ORDINANCE NO. 123700

AN ORDINANCE relating to exemptions from the Civil Service, reenacting and amending Seattle Municipal Code Section 4.13.010 to exempt various positions of employment from the Civil Service System by a two-thirds vote of the City Council.

ORDINANCE NO. 123701

AN ORDINANCE authorizing, in 2011, acceptance of funding from non-City sources; authorizing the heads of the Department of Planning and Development, Department of Parks and Recreation, Department of Finance and Administrative Services, Human Services Department, the Office of Economic Development, Seattle Fire Department, Seattle Police Department, Seattle City Light, and Seattle Public Utilities to accept specified grants and private funding and to execute, deliver, and perform corresponding agreements; and ratifying and confirming certain prior acts.

Date of publication in the Seattle Daily Journal of Commerce, October 4, 2011.

10/4(276925)