



# CITY OF SEATTLE

## City Council

### Agenda

Tuesday, July 23, 2024

2:00 PM

Council Chamber, City Hall  
600 4th Avenue  
Seattle, WA 98104

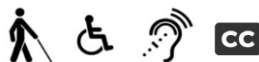
Sara Nelson, Council President  
Joy Hollingsworth, Member  
Robert Kettle, Member  
Cathy Moore, Member  
Tammy J. Morales, Member  
Maritza Rivera, Member  
Rob Saka, Member  
Dan Strauss, Member  
Tanya Woo, Member

Chair Info: 206-684-8809; [Sara.Nelson@seattle.gov](mailto:Sara.Nelson@seattle.gov)

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# CITY OF SEATTLE

## City Council Agenda

**July 23, 2024 - 2:00 PM**

### **Meeting Location:**

Council Chamber, City Hall, 600 4th Avenue, Seattle, WA 98104

### **Committee Website:**

<http://www.seattle.gov/council>

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Members of the public may register for remote or in-person Public Comment to address the Council. Details on how to provide Public Comment are listed below:

Remote Public Comment - Register online to speak during the Public Comment period at

<https://www.seattle.gov/council/committees/public-comment>

Online registration to speak will begin one hour before the meeting start time, and registration will end at the conclusion of the Public Comment period during the meeting. Speakers must be registered in order to be recognized by the Chair.

In-Person Public Comment - Register to speak on the Public Comment sign-up sheet located inside Council Chambers at least 15 minutes prior to the meeting start time. Registration will end at the conclusion of the Public Comment period during the meeting. Speakers must be registered in order to be recognized by the Chair.

Submit written comments to all Councilmembers at [Council@seattle.gov](mailto:Council@seattle.gov)

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. PRESENTATIONS**

**D. PUBLIC COMMENT**

*Members of the public may sign up to address the Council for up to 2 minutes on matters on this agenda; total time allotted to public comment at this meeting is 20 minutes.*

**E. ADOPTION OF INTRODUCTION AND REFERRAL CALENDAR:**

*Introduction and referral to Council committees of Council Bills (CB), Resolutions (Res), Appointments (Appt), and Clerk Files (CF) for committee recommendation.*

[IRC 446](#)

July 23, 2024

**Attachments:** [Introduction & Referral Calendar](#)

**F. APPROVAL OF THE AGENDA****G. APPROVAL OF CONSENT CALENDAR**

*The Consent Calendar consists of routine items. A Councilmember may request that an item be removed from the Consent Calendar and placed on the regular agenda.*

**Journal:**

1. [Min 482](#) July 16, 2024

**Attachments:** [Minutes](#)

**Bills:**

2. [CB 120816](#) AN ORDINANCE appropriating money to pay certain claims for the week of July 8, 2024 through July 12, 2024 and ordering the payment thereof; and ratifying and confirming certain prior acts.

**Supporting**

**Documents:** [Summary and Fiscal Note](#)

**Appointments:**

**FINANCE, NATIVE COMMUNITIES, AND TRIBAL GOVERNMENTS  
COMMITTEE:**

3. [Appt 02920](#) Appointment of Robert E. Howard as member, Seattle Indian Services Commission, for a term to October 31, 2025.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Strauss, Rivera, Kettle, Morales**

**Opposed: None**

**Attachments:** [Appointment Packet](#)

**GOVERNANCE, ACCOUNTABILITY, AND ECONOMIC DEVELOPMENT  
COMMITTEE:**

4. [Appt 02908](#) Reappointment of Danielle Alvarado as member, Labor Standards Advisory Commission, for a term to April 30, 2026.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka**

**Opposed: None**

**Attachments:** [Appointment Packet](#)

5. [Appt 02909](#) Reappointment of Billy Hetherington as member, Labor Standards Advisory Commission, for a term to April 30, 2025.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka**

**Opposed: None**

**Attachments:** [Appointment Packet](#)

6. [Appt 02910](#) Appointment of Samuel Hilbert as member, Labor Standards Advisory Commission, for a term to April 30, 2025.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka  
Opposed: None**

**Attachments:** [Appointment Packet](#)

7. [Appt 02911](#) Reappointment of Tom Lambro as member, Labor Standards Advisory Commission, for a term to April 30, 2026.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka  
Opposed: None**

**Attachments:** [Appointment Packet](#)

8. [Appt 02912](#) Appointment of Amanda Powter as member, Labor Standards Advisory Commission, for a term to April 30, 2025.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka  
Opposed: None**

**Attachments:** [Appointment Packet](#)

9. [Appt 02913](#) Appointment of Bobby Forch as member, Seattle Ethics and Elections Commission, for a term to December 31, 2026.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka  
Opposed: None**

**Attachments:** [Appointment Packet](#)

10. [Appt 02914](#) Appointment of Jonathan Schirmer as member, Seattle Ethics and Elections Commission, for a term to December 31, 2025.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka  
Opposed: None**

**Attachments:** [Appointment Packet](#)

## H. COMMITTEE REPORTS

*Discussion and vote on Council Bills (CB), Resolutions (Res),  
Appointments (Appt), and Clerk Files (CF).*

### **FINANCE, NATIVE COMMUNITIES, AND TRIBAL GOVERNMENTS COMMITTEE:**

1. [Appt 02897](#) Appointment of Jamie Carnell as Finance Director of the Office of City Finance, for a term to June 1, 2028.

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 4 - Strauss, Rivera, Kettle, Morales  
Opposed: None**

**Attachments:** [Appointment Packet](#)  
[Questions and Answers](#)

### **GOVERNANCE, ACCOUNTABILITY, AND ECONOMIC DEVELOPMENT COMMITTEE:**

2. [CB 120781](#) AN ORDINANCE updating definitions in the Seattle Municipal Code related to cannabis businesses to align with state law; and amending Section 6.500.020 of the Seattle Municipal Code.

**The Committee recommends that City Council pass the Council Bill (CB).**

**In Favor: 4 - Nelson, Hollingsworth, Rivera, Saka  
Opposed: None**

**Supporting Documents:** [Summary and Fiscal Note](#)

## I. ITEMS REMOVED FROM CONSENT CALENDAR

J. ADOPTION OF OTHER RESOLUTIONS

K. OTHER BUSINESS

L. ADJOURNMENT



Legislation Text

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**File #:** IRC 446, **Version:** 1

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July 23, 2024





## Introduction and Referral Calendar

List of proposed Council Bills (CB), Resolutions (Res), Appointments (Appt) and Clerk Files (CF) to be introduced and referred to a City Council committee

Record No.	Title	Committee Referral
<b><u>By: Strauss</u></b>		
1. <a href="#">CB 120816</a>	AN ORDINANCE appropriating money to pay certain claims for the week of July 8, 2024 through July 12, 2024 and ordering the payment thereof; and ratifying and confirming certain prior acts.	City Council
<b><u>By: No Sponsor Required</u></b>		
2. <a href="#">CB 120818</a>	AN ORDINANCE approving and confirming the plat of "13TH AVE. TOWNHOMES" in the portions of Southeast Quarter of Northeast Quarter of Section 32, Township 25 North, Range 4 East, W.M. in King County, Washington.	City Council
<b><u>By: Moore</u></b>		
3. <a href="#">CB 120817</a>	AN ORDINANCE relating to the Multifamily Housing Property Tax Exemption Program; amending Section 5.73.120 of the Seattle Municipal Code to extend the program's sunset date to March 31, 2025.	Housing and Human Services Committee
<b><u>By: Rivera</u></b>		
4. <a href="#">Appt 02921</a>	Appointment of Faith Pettis as member, Seattle Public Library Board of Trustees, for a term to April 1, 2029.	Libraries, Education, and Neighborhoods Committee
<b><u>By: Hollingsworth</u></b>		
5. <a href="#">CB 120819</a>	AN ORDINANCE relating to drainage services of Seattle Public Utilities; adjusting drainage rates; and amending Sections 21.33.010, 21.33.030, 21.33.040, 21.33.050, and 21.33.090 of the Seattle Municipal Code to reflect adjusted rates.	Parks, Public Utilities, and Technology Committee
<b><u>By: Hollingsworth</u></b>		
6. <a href="#">CB 120820</a>	AN ORDINANCE relating to wastewater services of Seattle Public Utilities; adjusting wastewater rates; and amending Section 21.28.040 of the Seattle Municipal Code to reflect adjusted rates.	Parks, Public Utilities, and Technology Committee



Legislation Text

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**File #:** Min 482, **Version:** 1

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July 16, 2024

# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104



## Journal of the Proceedings of the Seattle City Council

Tuesday, July 16, 2024

2:00 PM

**Council Chamber, City Hall**

**600 4th Avenue**

**Seattle, WA 98104**

**City Council**

*Sara Nelson, Council President*

*Joy Hollingsworth, Member*

*Robert Kettle, Member*

*Cathy Moore, Member*

*Tammy J. Morales, Member*

*Maritza Rivera, Member*

*Rob Saka, Member*

*Dan Strauss, Member*

*Tanya Woo, Member*

*Chair Info: 206-684-8809; [Sara.Nelson@seattle.gov](mailto:Sara.Nelson@seattle.gov)*

**A. CALL TO ORDER**

The City Council of the City of Seattle met in the Council Chamber in Seattle, Washington, on July 16, 2024, pursuant to the provisions of the City Charter. The meeting was called to order at 2:01 p.m., with Council President Pro Tem Woo presiding.

**B. ROLL CALL**

**Present:** 9 - Hollingsworth, Kettle, Moore, Morales, Nelson, Rivera, Saka, Strauss, Woo

**C. PRESENTATIONS**

There were none.

**D. PUBLIC COMMENT**

The following individuals addressed the Council:

Teri McClain  
Mike Gain  
Steve Pumphrey  
Hao Shen  
Suzanne Ornstein  
Carla Coates  
Charlotte Starck  
Stacy Bass-Walden  
Greg Drobnick  
Arianna Riley  
Alberto Alvarez  
Oliver Miska  
Rita Hulsman  
Alex Tsimerman  
Jenna Edlund  
Andre Cireran  
John Stamstad

**E. ADOPTION OF INTRODUCTION AND REFERRAL CALENDAR:**

[IRC 445](#)

**July 16, 2024**

**By unanimous consent, the Introduction and Referral Calendar (IRC) was adopted.**

**In Favor:** 9 - Hollingsworth, Kettle, Moore, Morales, Nelson, Rivera, Saka, Strauss, Woo

**Opposed:** None

**F. APPROVAL OF THE AGENDA**

By unanimous consent, the City Council Agenda was adopted.

**G. APPROVAL OF CONSENT CALENDAR**

Motion was made by Council President Pro Tem Woo, duly seconded and carried, to adopt the Consent Calendar.

**Journal:**

[Min 481](#)      **July 9, 2024**

**The item was adopted on the Consent Calendar by the following vote, and the President signed the Minutes (Min):**

**In Favor:** 9 - Hollingsworth, Kettle, Moore, Morales, Nelson, Rivera, Saka, Strauss, Woo

**Opposed:** None

**Bills:**

[CB 120814](#)      **AN ORDINANCE appropriating money to pay certain claims for the week of July 1, 2024 through July 5, 2024 and ordering the payment thereof; and ratifying and confirming certain prior acts.**

**The Council Bill (CB) was passed on the Consent Calendar by the following vote, and the President signed the Council Bill (CB):**

**In Favor:** 9 - Hollingsworth, Kettle, Moore, Morales, Nelson, Rivera, Saka, Strauss, Woo

**Opposed:** None

**Appointments:**

**PARKS, PUBLIC UTILITIES, AND TECHNOLOGY COMMITTEE:**

[Appt 02907](#) **Appointment of Ammanuel Haile-Leul as member, Board of Parks and Recreation Commissioners, for a term to March 31, 2026.**

**The Committee recommends that City Council confirm the Appointment (Appt).**

**In Favor: 5 - Hollingsworth, Nelson, Kettle, Rivera, Strauss**

**Opposed: None**

**The Appointment (Appt) was confirmed on the Consent Calendar by the following vote:**

**In Favor: 9 - Hollingsworth, Kettle, Moore, Morales, Nelson, Rivera, Saka, Strauss, Woo**

**Opposed: None**

## **H. COMMITTEE REPORTS**

### **PUBLIC SAFETY COMMITTEE:**

1. [CB 120806](#) **AN ORDINANCE relating to street racing; adding the crime of racing; adding the traffic infraction of vehicle participation in unlawful racing; adding the civil infraction of attendance at an unlawful race event; adding a new Section 11.58.440 to the Seattle Municipal Code; adding a new Section 12A.12.050 to, and amending Sections 11.20.230, 11.31.020, 11.31.121, 11.56.120, and 12A.09.020 of, the Seattle Municipal Code; declaring an emergency; and establishing an immediate effective date; all by a 3/4 vote of the City Council.**

**The Committee recommends that City Council pass as amended the Council Bill (CB).**

**In Favor: 5 - Kettle, Saka, Hollingsworth, Moore, Nelson**

**Opposed: None**

**The Council Bill (CB) was passed by the following vote, and the President signed the Council Bill (CB):**

**In Favor: 8 - Hollingsworth, Kettle, Moore, Nelson, Rivera, Saka, Strauss, Woo**

**Opposed: 1 - Morales**

### **PARKS, PUBLIC UTILITIES, AND TECHNOLOGY COMMITTEE:**

2. [CB 120807](#) **AN ORDINANCE relating to Seattle Public Utilities; authorizing the General Manager and Chief Executive Officer of Seattle Public Utilities, or designee, to execute an agreement between Seattle Public Utilities and the King County Flood Control Zone District for the South Park Interim Flood Preparedness and Response Program; amending Ordinance 126955, which adopted the 2024 Budget; changing appropriations to Seattle Public Utilities; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.**

**The Committee recommends that City Council pass the Council Bill (CB).**

**In Favor: 4 - Hollingsworth, Kettle, Rivera, Strauss**

**Opposed: None**

**The Council Bill (CB) was passed by the following vote, and the President signed the Council Bill (CB):**

**In Favor:** 9 - Hollingsworth, Kettle, Moore, Morales, Nelson, Rivera, Saka, Strauss, Woo

**Opposed:** None

**I. ITEMS REMOVED FROM CONSENT CALENDAR**

There were none.

**J. ADOPTION OF OTHER RESOLUTIONS**

There were none.

**K. OTHER BUSINESS**

By unanimous consent, Council President Nelson's excused absence from the July 23, 2024 City Council meeting was rescinded.

**L. ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 2:51 p.m.

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**Jodee Schwinn, Deputy City Clerk**

**Signed by me in Open Session, upon approval of the Council, on July 23, 2024.**

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**Sara Nelson, Council President of the City Council**





Legislation Text

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**File #:** CB 120816, **Version:** 1

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**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE appropriating money to pay certain claims for the week of July 8, 2024 through July 12, 2024 and ordering the payment thereof; and ratifying and confirming certain prior acts.

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

Section 1. Payment of the sum of \$13,024,629.17 on PeopleSoft 9.2 mechanical warrants numbered 4100820388 - 4100822169 plus manual or cancellation issues for claims, e-payables of \$55,558.44 on PeopleSoft 9.2 9100014611 - 9100014633, and electronic financial transactions (EFT) in the amount of \$56,983,763.58 are presented to the City Council under RCW 42.24.180 and approved consistent with remaining appropriations in the current Budget as amended.

Section 2. RCW 35.32A.090(1) states, “There shall be no orders, authorizations, allowances, contracts or payments made or attempted to be made in excess of the expenditure allowances authorized in the final budget as adopted or modified as provided in this chapter, and any such attempted excess expenditure shall be void and shall never be the foundation of a claim against the city.”

Section 3. Any act consistent with the authority of this ordinance taken prior to its effective date is ratified and confirmed.

Section 4. 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 23<sup>rd</sup> of July, 2024, and signed by me in open session in authentication of its passage this 23<sup>rd</sup> of July, 2024.

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

Approved / returned unsigned / vetoed this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Bruce A. Harrell, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Scheereen Dedman, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE

<b>Department:</b>	<b>Dept. Contact:</b>	<b>CBO Contact:</b>
Office of City Finance	Julie Johnson	Lorine Cheung

### 1. BILL SUMMARY

**Legislation Title:**

An ordinance appropriating money to pay certain claims for the week of July 8, 2024 through July 12, 2024 and ordering the payment thereof; and ratifying and confirming certain prior acts. Claims include all financial payment obligations for bills and payroll paid out of PeopleSoft for the covered.

**Summary and Background of the Legislation:**

RCW 42.24.180 requires that payment of certain claims be authorized by the City Council. This bill, prepared each week by the City Treasury, authorizes the payments of funds that were previously appropriated by the City Council, so the passage of this bill does not have a direct result on the City's budget.

### 2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project?  Yes  No

### 3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation have financial impacts to the City?  Yes  No

This bill authorizes the payments of funds that were previously appropriated by the City Council, so the passage of this bill does not have a direct result on the City's budget.

**If the legislation has costs, but they can be absorbed within existing operations, please describe how those costs can be absorbed. The description should clearly describe if the absorbed costs are achievable because the department had excess resources within their existing budget or if by absorbing these costs the department is deprioritizing other work that would have used these resources.**

**Please describe any financial costs or other impacts of *not* implementing the legislation.**

The legislation authorizes the payment of valid claims. If the City does not pay its legal obligations it could face greater legal and financial liability.

#### 4. OTHER IMPLICATIONS

- a. **Please describe how this legislation may affect any departments besides the originating department.**

This type of legislation authorizes payment of bill and payroll expenses for all City departments.

- b. **Does this legislation affect a piece of property? If yes, please attach a map and explain any impacts on the property. Please attach any Environmental Impact Statements, Determinations of Non-Significance, or other reports generated for this property.**

No.

- c. **Please describe any perceived implication for the principles of the Race and Social Justice Initiative.**

- i. **How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.**

N/A

- ii. **Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**

N/A

- iii. **What is the Language Access Plan for any communications to the public?**

N/A

- d. **Climate Change Implications**

- i. **Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.**

N/A

- ii. **Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle's resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

N/A

- e. **If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?**

N/A

## 5. CHECKLIST

- Is a public hearing required?**
- Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required?**
- If this legislation changes spending and/or revenues for a fund, have you reviewed the relevant fund policies and determined that this legislation complies?**
- Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?**

## 6. ATTACHMENTS

**Summary Attachments:** None.



Legislation Text

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**File #:** Appt 02920, **Version:** 1

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Appointment of Robert E. Howard as member, Seattle Indian Services Commission, for a term to October 31, 2025.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Robert E. Howard</i>		
<b>Board/Commission Name:</b> <i>Seattle Indian Services Commission</i>		<b>Position Title:</b> <i>Member</i>
<input checked="" type="checkbox"/> <b>Appointment</b> OR <input type="checkbox"/> <b>Reappointment</b>	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	<b>Term of Position: *</b> 11/1/2022 <b>to</b> 10/31/2025  <input checked="" type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Snoqualmie</i>	<b>Zip Code:</b> <i>98065</i>	<b>Contact Phone No.:</b> [REDACTED]
<b>Background:</b> Robert E. Howard (he/him), Apache/Hispanic, is a citizen of the San Carlos Apache Tribe and was born and raised in Seattle, WA and on his Tribe’s reservation in Arizona. He currently serves as the Tribal Liaison to the 29 federally recognized Tribes in Washington at Elevance Health – Wellpoint, WA. As a Tribal professional, he has dedicated over 20 years to successfully developing, advocating for, adopting, and implementing economic development projects and Tribal operations management with Tribes in Arizona and the Pacific Northwest.  Robert has a deep knowledge of Tribal Sovereignty, economic development on Tribal land gained from extensive experience in Tribal government as an elected official, Tribal operations as a General Manager, Enterprise CEO and in Tribal relations as staff at a Managed Care Organization (MCO). He is a proven Tribal leader, Tribal Executive with an extensive network of relationships with both Tribal leaders and public sector leaders. As a former Tribal leader, Robert served 10 years with the San Carlos Apache Tribal Council which included the positions of Councilman, Vice Chairman and Administrative Advisor to the Chairman.  This appointment represents Mr. Howard’s first term.		
<b>Authorizing Signature (original signature):</b>   <b>Date Signed (appointed):</b> 06/26/24		<b>Appointing Signatory:</b> <i>Councilmember Dan Strauss, District 6</i> <i>Chair of the Finance, Native Communities, and Tribal Governments Committee</i>

\*Term begin and end date is fixed and tied to the position and not the appointment date.

## **Robert E. Howard, MBA, THRP**



### **Introduction**

Senior leader with over 20+ years of experience and expertise in Tribal government operations, Tribal enterprise business development/operations. Sharp interpersonal skills and an acute understanding of Tribal structures with a profound respect for Native Customs, Culture, Language and Traditions.

### **Experience**

#### **State of Washington Tribal Liaison**

Wellpoint Washington, Inc. Seattle Washington, WA

*January 2023 – Present*

The Tribal Liaison for the 29 Tribes in Washington builds partnerships, establishes clear communication, and offers solutions through a culturally appropriate delivery system for American Indians and Alaska Natives (AI/AN). Tribal collaboration with IHCPs (Indian Health Care Providers), community-based organizations (CBOs), and the Washington Health Care Authority to support service delivery. Culturally appropriate care and coordination for plan members, respect for Tribal sovereignty, and collaboration on cultural humility.

#### **General Manager Tribal Operations**

Sauk Suiattle Indian Tribe, Darrington, WA

*March 2021 – October 2022*

The General Manager shall carry out the operations of the Tribe in accordance with Tribal law. The direct primary responsibilities of the General Manager shall include exercising oversight, administrative and employment development functions pertaining to the management of the Sauk-Suiattle Indian Tribe Governmental operations and personnel. This position performs executive-level planning, organizing, directing



and evaluation of departments and programs as well as grant administration and oversight.

**General Manager**

Snoqualmie Indian Tribe, Snoqualmie, WA

*October 2019 – February 2021*

Oversee, and is responsible for, the administrative operations of the Snoqualmie Indian Tribe in accordance with Tribal policy, law, and the goals and initiatives of the Snoqualmie Tribal Council. Responsible for the overall planning, forecasting, and evaluation of the Snoqualmie Indian Tribe Administration programs and services. The General Manager is required to perform a variety of complex management and administrative functions.

**Chief Executive Officer**

San Carlos Apache Tribe - PDEE, Peridot, AZ

*May 2012 – October 2019*

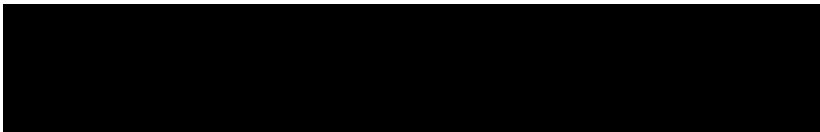
Coordinate and strategize the development and profitability of seven Tribal Enterprises and six subsidiaries. The goal of keeping tribal money tribal while at the same time developing a local workforce to improve socio-economic standing of Tribal Members.

**Systems Accountant**

San Carlos Apache Tribe - Finance, San Carlos, AZ

*December 2010 – May 2012*

Assist in the Finance Department from Accounts Payable to Fixed Assets management. Primary responsibility in moving/managing accounting system processes across the Tribe from a papered environment to a remote paperless platform across 60 departments.



**Administrative Advisor to the Chairman**

San Carlos Apache Tribe - Admin, San Carlos, AZ

*December 2006 – December 2010*

Administrative support to the Chairman's Office in regard to Community outreach/projects, Department budgetary and goal compliance, and State and Federal communication on Tribal initiatives. Primary contact for Veterans, Elder and Youth driven components for Tribal Council action and or support.

**Tribal Vice-Chairman**

San Carlos Apache Tribe, San Carlos, AZ

*December 2002 – December 2006*

Public Official elected to a 4-year term to help direct the Tribe, along with other members of the Council, in all aspects of Tribal financial operations.

**Tribal Council Member**

San Carlos Apache Tribe, San Carlos, AZ

*December 2000 – December 2002*

Legislative member of the Council responsible for District needs and part of the larger Council in financial, social and economic decision making for the Tribe.

**Education**

**Master of Business of Administration**

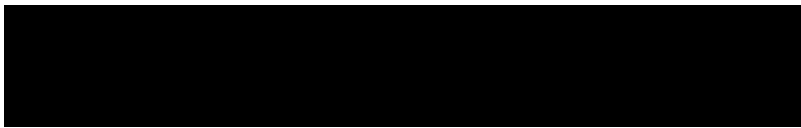
Arizona State University, Tempe, AZ

**B.S. Accounting**

Arizona State University, Tempe, AZ

**B.S. American Indian Studies**

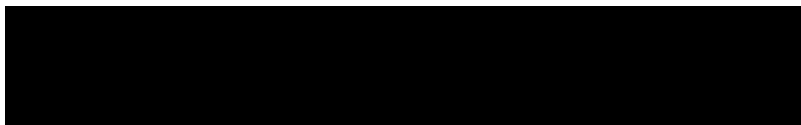
Arizona State University, Tempe, AZ



**Certifications**

THRP – Tribal Human Resources Professional

National Native American Human Resources Association



# Seattle Indian Services Commission

5 Members: Pursuant to Ordinance 103387 and Revised Charter adopted in 2012, all members subject to City Council confirmation, 3-year terms:

- 1 Mayor- appointed
- 4 Other Appointing Authority: SISC Governing Council  
(Note: Existing members represent previous appointing authorities (moving to Governing Council appointments at end of current term).

## Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
4	F	N/A	1.	Chair	N. Iris Friday	11/1/22	10/31/25	7	Mayor
4	M	N/A	2.	Member	Robert E. Howard	11/1/22	10/31/25	1	Governing Council
4	F	5	3.	Member	Colleen Echohawk	1/1/21	13/31/24	2	Governing Council
4	M	N/A	4.	Member	Michael Reichert	12/1/22	11/30/25	3	Governing Council
4	F	N/A	5.	Member/ Treasurer	Misha Rodarte	7/1/23	6/30/26	2	Governing Council

## SELF-IDENTIFIED DIVERSITY CHART

					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non- Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor		1						1					
Council	2	2						4					
Other													
<b>Total</b>	<b>2</b>	<b>3</b>						<b>5</b>					

### Key:

- \*D List the corresponding *Diversity Chart* number (1 through 9)
  - \*\*G List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary, O= Other, U= Unknown
  - RD Residential Council District number 1 through 7 or N/A
- Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02908, **Version:** 1

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Reappointment of Danielle Alvarado as member, Labor Standards Advisory Commission, for a term to April 30, 2026.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Danielle Alvarado</i>		
<b>Board/Commission Name:</b> <i>Labor Standards Advisory Commission</i>		<b>Position Title:</b> <i>Member, Position 8</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other:	<b>Term of Position: *</b> 5/1/2024 <b>to</b> 4/30/2026  <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Othello</i>	<b>Zip Code:</b> <i>98118</i>	<b>Contact Phone No.:</b> [REDACTED]
<b>Background:</b> Danielle Alvarado is the Executive Director of Fair Work Center and Working Washington and brings a wide range of skills, community relationships, and experiences as an advocate to LSAC. She has served on the Commission since 202. Danielle has more than a decade of experience working in movements for racial and economic justice across the country. She has worked as a legal services attorney in both immigration and employment cases, and understands the many barriers low-income communities face understanding and enforcing their rights. She is passionate about access to justice for immigrants, speakers of other languages, and communities of color and brings a focus on race equity to everything she does. For the past five years she has worked at Fair Work Center, which has partnered with OLS through the Community Outreach and Education Fund program since its inception. As Executive Director, she continues to advocate for labor standards that are well developed and implemented, and that help support Seattle's economy and workforce thrive.		
<b>Authorizing Signature (original signature):</b>  <i>Sara Nelson</i>	<b>Appointing Signatory:</b> <i>Sara Nelson</i> <i>City Council President</i>	
<b>Date Signed (appointed):</b> <i>6/5/24</i>		

\*Term begin and end date is fixed and tied to the position and not the appointment date.

# Danielle Alvarado

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## LEGAL & ORGANIZATIONAL LEADERSHIP EXPERIENCE

### Fair Work Center and Working Washington

April 2019 – Present

*Executive Director 2022 – Present*

*Legal Director 2019 - 2022*

*Seattle, WA*

Oversees statewide organization dedicated to improving working conditions for low-wage workers, with a focus on serving immigrant workers and workers of color. Works with education, legal and organizing teams to develop strategic interventions in industries with inadequate standards and high rates of labor law violations. Develops strategic plan, securing government and foundation funding, leads policy advocacy initiatives, and manages relationships with policymakers, partner organizations, & enforcement agencies.

### Community Development Project at the Urban Justice Center

October 2016 – April 2019

*Immigrants' Rights Staff Attorney*

*New York, NY*

Represented individual clients in complex immigration litigation, with a focus on labor trafficking and immigration relief for worker organizers and victims of workplace crimes. Developed legal strategies to support organizing campaigns in partnership with grassroots partners and facilitated community education and know your rights trainings. Served as interim manager for team of five during leadership transition, maintained funder and partner relationships, and oversaw grant reporting. Led staff committees that managed communications, rebranding and Executive Director search as organization spun off as independent 501(c)(3).

### Central American Refugee Center (CARECEN)

September 2015 - October 2016

*Immigrant Justice Corps Fellow / Staff Attorney*

*Hempstead, NY*

Staff Attorney in Child Refugee Unit, representing Central American immigrant youth in removal proceedings. Supervised paralegal and interns, and established practice management systems to manage docket of five attorneys. Coordinated pro bono project, serving as liaison to participating firm, and providing training and mentoring to new volunteers.

### Justice at Work

September 2014 - May 2015

*Legal Intern*

*Boston, MA*

Researched codes of conduct models to inform worker center's campaign to improve fish industry conditions.

### New Orleans Workers' Center for Racial Justice

June 2014 - August 2014

*Michael Maggio Immigrants' Rights Fellow*

*New Orleans, LA*

Drafted supporting documentation for U-visa petitions, prosecutorial discretion requests, and fact-checking affidavits for National Labor Relations Board (NLRB) charges. Prepared clients to appear before NLRB investigators.

## EDUCATION

### Northeastern University School of Law

Juris Doctor

**Honors & Activities:** Maggio Immigrant Rights Fellow; Recipient of National Lawyers Guild C.B. King Law Student Award; Latino Law Students Association, Chair

### Whitman College

Bachelor of Arts, Politics

**LANGUAGES:** Spanish

**BAR ADMISSIONS:** New York, Washington

## Labor Standards Advisory Commission

15 Members: Pursuant to Ord. 124643, all members subject to City Council confirmation, 2-year terms:

- 7 City Council-appointed
- 7 Mayor-appointed
- 1 Other Appointing Authority-appointed (specify): Commission-appointed

*D	**G	RD	Position No.	Position Title	Member Name	Member Representation	Term Begin Date	Term End Date	Term #	Appointed By
6	F	1	1.	Commissioner	Marissa Baker	Community; Researcher	5/1/23	4/30/25	1	Mayor
			2.	Commissioner	Alexis Rodich	Worker Organization	5/1/22	4/30/24	2	Mayor
			3.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
			4.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
3	M	1	5.	Commissioner	Greg Ramirez	Worker Organization	5/1/23	4/30/25	1	Mayor
			6.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
			7.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
9	F	2	8.	Commissioner	Danielle Alvarado	Worker Organization	5/1/24	4/30/26	2	City Council
6	F	6	9.	Commissioner	Amanda Powter	Business Owner	5/1/23	4/30/25	1	City Council
			10.	Commissioner	Tom Lambro	Worker Organization	5/1/24	4/30/26	2	City Council
			11.	Commissioner	Samuel Hilbert	Business Owner	5/1/23	4/30/25	1	City Council
6	F	NA	12.	Commissioner	Ilona Lohrey	Business Association or Chamber	5/1/22	4/30/24	2	City Council
6	M	NA	13.	Commissioner	Billy Hetherington	Worker Organization	5/1/23	4/30/25	2	City Council
1	F	3	14.	Commissioner	Jeanie Chunn	Business Association or Chamber	5/1/22	4/30/24	2	City Council
1	M	2	15.	Commissioner	Joel Shapiro	Business Owner	5/1/21	4/30/23	1	Commission



SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	Male	Female	Transgender	NB / O / U	Asian	Black/ African American	Hispanic / Latino	American Indian/ Alaska Native	Other	Caucasian / Non-Hispanic	Pacific Islander	Middle Eastern	Multi racial
<b>Mayor</b>	1	1					1			1			
<b>Council</b>	1	4			1					3			1
<b>Other</b>	1				1								
<b>Total</b>	3	5			2		1			4			1

**Key:**

**\*D** List the corresponding *Diversity Chart* number (1 through 9)

**\*\*G** List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown

**RD** Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02909, **Version:** 1

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Reappointment of Billy Hetherington as member, Labor Standards Advisory Commission, for a term to April 30, 2025.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Billy Hetherington</i>		
<b>Board/Commission Name:</b> <i>Labor Standards Advisory Commission</i>		<b>Position Title:</b> <i>Member, Position 13</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	<b>Term of Position: *</b> 5/1/2023 <b>to</b> 4/30/2025  <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Puyallup</i>	<b>Zip Code:</b> <i>98371</i>	<b>Contact Phone No.:</b> [REDACTED]
<b>Background:</b> A second-generation Laborers that has been a member of Laborers Local Union 242 for over 20+ years. Had a strong blue-collar upbringing in the outskirts of Seattle that graduated from the public school educational system and decided to go off to college to further my education. During my college years, I was able to work in the union with my father to help with my educational costs. After college, I worked for a few years in the banking industry but missed the teamwork and friendship I gained in the construction industry. About 7 years ago, I transitioned out of the field to our Training School where I found a passion for mentoring future journey workers through the apprenticeship program. Currently, I continue that passion in my new role as Political Director for the local by serving on 5 School Districts Career and Technical Advisory Boards in King County. I'm also a volunteer baseball and wrestling coach in my community.		
<b>Authorizing Signature (original signature):</b>  <i>Sara Nelson</i> <b>Date Signed (appointed):</b> 6/5/2024		<b>Appointing Signatory:</b> <i>Sara Nelson</i> <i>City Council President</i>

\*Term begin and end date is fixed and tied to the position and not the appointment date.

# Billy Hetherington



## Education:

**Kentwood High School:** Graduated in 1999

**Tacoma Community College:** Graduated with an A.A. in 2001

**Washington State University:** Graduated with a B.A. in Business Law  
2003

## Work History:

**Chase Home Loans:** Mortgage Originator 2004-2005

**Wells Fargo Bank:** Personal Banker 2005-2006

**Laborers Local 242:** Member since 2000

- Work for a handful of general contractors during 30,000+ hours of experience in the field. Held positions of lead, foreman and field superintendent on small to large scale projects throughout the region.

**Apprenticeship Coordinator for NW Laborers Training:** Jan. 2017  
through September 2018

- Overseen the application and orientation of the Apprenticeship program for Laborers Local 242
- Mentoring the men and women that took part in this program.
- Outreach to Community Based Organizations, Pre-Apprenticeship Programs and High Schools in the King County area.

**Employee of Laborers Local 242**

- Assistant Political Director/Membership Mobilization Lead September 2018 - October 2020

- Worked with the candidates through their field organizers to put on volunteer events for our members to help them get elected.
- Served on several CTE advisory committees to oversee the construction trades programs in the skills centers in our area.
- Educating myself on Labor Policy and the things that are important to expanding opportunities for our membership.
- Political Director October 2020 - Present
  - Oversee the political arm of Local 242
  - Work on Labor Policy and programs with elected officials throughout King County
  - Work with membership on voter rights and education on political issues that affect their wages, working conditions and benefits

**References:**

- Available upon request

## Labor Standards Advisory Commission

15 Members: Pursuant to Ord. 124643, all members subject to City Council confirmation, 2-year terms:

- 7 City Council-appointed
- 7 Mayor-appointed
- 1 Other Appointing Authority-appointed (specify): Commission-appointed

*D	**G	RD	Position No.	Position Title	Member Name	Member Representation	Term Begin Date	Term End Date	Term #	Appointed By
6	F	1	1.	Commissioner	Marissa Baker	Community; Researcher	5/1/23	4/30/25	1	Mayor
			2.	Commissioner	Alexis Rodich	Worker Organization	5/1/22	4/30/24	2	Mayor
			3.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
			4.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
3	M	1	5.	Commissioner	Greg Ramirez	Worker Organization	5/1/23	4/30/25	1	Mayor
			6.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
			7.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
9	F	2	8.	Commissioner	Danielle Alvarado	Worker Organization	5/1/24	4/30/26	2	City Council
6	F	6	9.	Commissioner	Amanda Powter	Business Owner	5/1/23	4/30/25	1	City Council
			10.	Commissioner	Tom Lambro	Worker Organization	5/1/24	4/30/26	2	City Council
			11.	Commissioner	Samuel Hilbert	Business Owner	5/1/23	4/30/25	1	City Council
6	F	NA	12.	Commissioner	Ilona Lohrey	Business Association or Chamber	5/1/22	4/30/24	2	City Council
6	M	NA	13.	Commissioner	Billy Hetherington	Worker Organization	5/1/23	4/30/25	2	City Council
1	F	3	14.	Commissioner	Jeanie Chunn	Business Association or Chamber	5/1/22	4/30/24	2	City Council
1	M	2	15.	Commissioner	Joel Shapiro	Business Owner	5/1/21	4/30/23	1	Commission

SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	Male	Female	Transgender	NB / O / U	Asian	Black/ African American	Hispanic / Latino	American Indian/ Alaska Native	Other	Caucasian / Non-Hispanic	Pacific Islander	Middle Eastern	Multi racial
<b>Mayor</b>	1	1					1			1			
<b>Council</b>	1	4			1					3			1
<b>Other</b>	1				1								
<b>Total</b>	3	5			2		1			4			1

**Key:**

**\*D** List the corresponding *Diversity Chart* number (1 through 9)

**\*\*G** List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown

**RD** Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02910, **Version:** 1

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Appointment of Samuel Hilbert as member, Labor Standards Advisory Commission, for a term to April 30, 2025.

The Appointment Packet is provided as an attachment.





# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> Samuel Hilbert		
<b>Board/Commission Name:</b> Labor Standards Advisory Commission		<b>Position Title:</b> Member, Position 11
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other:	<b>Term of Position: *</b> 5/1/2023 to 4/30/2025  <input checked="" type="checkbox"/> Serving remaining term of a vacant position	
<b>Residential Neighborhood:</b> Queen Anne	<b>Zip Code:</b> 98119	<b>Contact Phone No.:</b> [REDACTED]
<b>Background:</b> Samuel Hilbert is a proud resident and business owner within Seattle. Since moving to the region nearly 20 years ago, he has been deeply involved in his community, striving to contribute to its well-being and growth. In 2016, Samuel and his partner opened their first winery tasting room in the Capitol Hill community. Before its official launch, they found themselves actively involved in community engagement through the Greater Seattle Business Association (GSBA). In their first two years open they won several major awards, including the honor of “New Business of the Year” from the GSBA and “Top Wine in the PNW” from Great Northwest Wine. Since its inception, Samuel has worked hard to grow Aluel Cellars in the Seattle area. He currently runs three locations in the neighborhoods of Queen Anne, Ballard, and Capitol Hill. This has allowed him to build a leadership team which has helped boost employees’ experience in the industry. Each location has also provided the ability for more community engagement. Samuel remains committed to community development, serving on the boards of the Capitol Hill Business Alliance and Queen Anne Community Council, while maintaining active involvement with the Ballard Alliance. As Aluel Cellars has grown, Samuel has understood the importance of ensuring that employees are always treated fairly while also working hard to protect his own business to ensure survival and growth. He believes in the importance of amplifying the voices of the small business community – many that often aren’t heard simply because they don’t have the time to make their voices heard.		
<b>Authorizing Signature (original signature):</b>   <b>Date Signed (appointed):</b> 6/5/24		<b>Appointing Signatory:</b> Sara Nelson City Council President

\*Term begin and end date is fixed and tied to the position and not the appointment date.

# Samuel Hilbert

BUSINESS OWNER/WINEMAKER

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## Objective

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To use my experience as a small business owner to help ensure that workers are treated fairly while also protecting the ability of small businesses to continue to thrive in our city.

## Experience

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**Aluel Cellars – Owner/Winemaker** **2016 - Present**

- Increased our footprint in Seattle to three brick and mortar locations.
- Developed staff to take on leadership roles to boost their long-term ambitions.
- Developed an emphasis for each location to be active in their individual communities.

**Windermere Capitol Hill – Broker** **2007 - Present**

- Learned to self-motivate, organize, and run my own business.
- Built a customer referral database through relationships to ensure long-term success.
- Became a primary Windermere expert on short sales to assist struggling home-owners during the last recession.

## Education

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**Cedarville University, BA** **2006**

Major: Communications | Emphasis: Audio Production, Sales/Management

**Washington State University** **Anticipated 2024**

Enology Certificate

## Community Engagement

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- Capitol Hill Business Alliance – Advisory Board Member
- Queen Anne Community Council – Board Member
- Ballard Alliance – Active Member
- Greater Seattle Business Association – Active Member
- Woodinville Chamber of Commerce – Former Board Member
- Seattle Urban Wineries – Former Board Member

## Labor Standards Advisory Commission

15 Members: Pursuant to Ord. 124643, all members subject to City Council confirmation, 2-year terms:

- 7 City Council-appointed
- 7 Mayor-appointed
- 1 Other Appointing Authority-appointed (specify): Commission-appointed

*D	**G	RD	Position No.	Position Title	Member Name	Member Representation	Term Begin Date	Term End Date	Term #	Appointed By
6	F	1	1.	Commissioner	Marissa Baker	Community; Researcher	5/1/23	4/30/25	1	Mayor
			2.	Commissioner	Alexis Rodich	Worker Organization	5/1/22	4/30/24	2	Mayor
			3.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
			4.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
3	M	1	5.	Commissioner	Greg Ramirez	Worker Organization	5/1/23	4/30/25	1	Mayor
			6.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
			7.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
9	F	2	8.	Commissioner	Danielle Alvarado	Worker Organization	5/1/24	4/30/26	2	City Council
6	F	6	9.	Commissioner	Amanda Powter	Business Owner	5/1/23	4/30/25	1	City Council
			10.	Commissioner	Tom Lambro	Worker Organization	5/1/24	4/30/26	2	City Council
			11.	Commissioner	Samuel Hilbert	Business Owner	5/1/23	4/30/25	1	City Council
6	F	NA	12.	Commissioner	Ilona Lohrey	Business Association or Chamber	5/1/22	4/30/24	2	City Council
6	M	NA	13.	Commissioner	Billy Hetherington	Worker Organization	5/1/23	4/30/25	2	City Council
1	F	3	14.	Commissioner	Jeanie Chunn	Business Association or Chamber	5/1/22	4/30/24	2	City Council
1	M	2	15.	Commissioner	Joel Shapiro	Business Owner	5/1/21	4/30/23	1	Commission

SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	Male	Female	Transgender	NB / O / U	Asian	Black/ African American	Hispanic / Latino	American Indian/ Alaska Native	Other	Caucasian / Non-Hispanic	Pacific Islander	Middle Eastern	Multi racial
<b>Mayor</b>	1	1					1			1			
<b>Council</b>	1	4			1					3			1
<b>Other</b>	1				1								
<b>Total</b>	3	5			2		1			4			1

**Key:**

**\*D** List the corresponding *Diversity Chart* number (1 through 9)

**\*\*G** List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown

**RD** Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02911, **Version:** 1

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Reappointment of Tom Lambro as member, Labor Standards Advisory Commission, for a term to April 30, 2026.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Tom Lambro</i>		
<b>Board/Commission Name:</b> <i>Labor Standards Advisory Commission</i>		<b>Position Title:</b> <i>Member, Position 10</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	<b>Term of Position: *</b> <i>5/1/2024</i> <b>to</b> <i>4/30/2026</i>  <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Renton</i>	<b>Zip Code:</b> <i>98055</i>	<b>Contact Phone No.:</b> 
<b>Background:</b> Tom Lambro serves as the Political and Legislative Director at UFCW 3000 and is the President of MLK Labor. He has worked in labor and electoral politics in Washington State since graduating in 2003 from Whitman College. A lifelong Washingtonian, his family has been in Renton since the 1890's where he now lives. In addition to his professional work, he was elected by voters in his area to a position on the Valley Medical Center Board of Commissioners in 2021.		
<b>Authorizing Signature (original signature):</b> 	<b>Appointing Signatory:</b> <i>Sara Nelson</i> <i>City Council President</i>	
<b>Date Signed (appointed):</b> <i>6/5/24</i>		

\*Term begin and end date is fixed and tied to the position and not the appointment date.

**PROFESSIONAL EXPERIENCE**

---

**Political & Legislative Director, UFCW 3000**

March 2022-Present

*UFCW 3000 is the largest Union in Washington State, representing grocery, health care, cannabis and food processing workers throughout Washington, Northern Idaho and Eastern Oregon.*

- Manage a department of five people to meet ambitious goals for member engagement
- Track public policy issues that impact our members at the local, state and federal levels, and engage elected officials in this work
- Lead the Union's work on community organizing and relationships

**Political Director, Teamsters Local 117**

May 2013 –February 2022

*Teamsters Local 117 represents 17,000 members in the public and private sector throughout Washington State.*

- Created a successful political program at the largest Teamster local in the Western US, and collaborated with diverse stakeholders on a number of key policy victories at the federal, state and local level
- Recruited, trained and resourced a Statewide Political Advisory Committee to conduct candidate interviews for candidates who wanted an endorsement from our local Union
- As the PAC Chair of the King County Labor Council, helped recruit and resource a diverse group of 12 Union members to run for local office in South King County in 2017, with a win rate of 75%
- Worked with a coalition of state employee Unions on contract campaigns to win funding for state employee contracts two biennia in a row, despite having a divided legislature in 2015 and 2017

**Outreach & Political Director, Washington United for Marriage**

May 2012 – December 2012

*Washington United for Marriage was the campaign to approve Referendum 74, the ballot measure in 2012 that asked voters to approve or reject marriage equality for same-sex couples.*

- Hired, trained, and managed a staff of nine Outreach Department team members.
- Responsible for assembling and activating coalition partners from small businesses, faith, labor, communities of color, LGBT, and non-profit organizations across the state. Our coalition numbered more than 860 partners, the largest in state ballot measure history.
- Conducted presentations to a broad group of organizations ranging from groups of five to two hundred.
- Led the development of tailored communications and outreach programs specific to each coalition partner.

**CIVIC & ELECTED EXPERIENCE**

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Commissioner, City of Seattle Labor Standards Advisory Commission (2022-)

Commissioner, King County Public Hospital District #1 (2022-)

King County Labor Council, President (2019-present)

Precinct Committee Officer: 43<sup>rd</sup> Legislative District Democrats (February 2013-2018); 33<sup>rd</sup> District Democrats (2019-2022); 11<sup>th</sup>

District Democrats (2022-)

**EDUCATION**

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BA, Politics, Whitman College, Walla Walla, WA (2003)

## Labor Standards Advisory Commission

15 Members: Pursuant to Ord. 124643, all members subject to City Council confirmation, 2-year terms:

- 7 City Council-appointed
- 7 Mayor-appointed
- 1 Other Appointing Authority-appointed (specify): Commission-appointed

*D	**G	RD	Position No.	Position Title	Member Name	Member Representation	Term Begin Date	Term End Date	Term #	Appointed By
6	F	1	1.	Commissioner	Marissa Baker	Community; Researcher	5/1/23	4/30/25	1	Mayor
			2.	Commissioner	Alexis Rodich	Worker Organization	5/1/22	4/30/24	2	Mayor
			3.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
			4.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
3	M	1	5.	Commissioner	Greg Ramirez	Worker Organization	5/1/23	4/30/25	1	Mayor
			6.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
			7.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
9	F	2	8.	Commissioner	Danielle Alvarado	Worker Organization	5/1/24	4/30/26	2	City Council
6	F	6	9.	Commissioner	Amanda Powter	Business Owner	5/1/23	4/30/25	1	City Council
			10.	Commissioner	Tom Lambro	Worker Organization	5/1/24	4/30/26	2	City Council
			11.	Commissioner	Samuel Hilbert	Business Owner	5/1/23	4/30/25	1	City Council
6	F	NA	12.	Commissioner	Ilona Lohrey	Business Association or Chamber	5/1/22	4/30/24	2	City Council
6	M	NA	13.	Commissioner	Billy Hetherington	Worker Organization	5/1/23	4/30/25	2	City Council
1	F	3	14.	Commissioner	Jeanie Chunn	Business Association or Chamber	5/1/22	4/30/24	2	City Council
1	M	2	15.	Commissioner	Joel Shapiro	Business Owner	5/1/21	4/30/23	1	Commission



SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	Male	Female	Transgender	NB / O / U	Asian	Black/ African American	Hispanic / Latino	American Indian/ Alaska Native	Other	Caucasian / Non-Hispanic	Pacific Islander	Middle Eastern	Multi racial
<b>Mayor</b>	1	1					1			1			
<b>Council</b>	1	4			1					3			1
<b>Other</b>	1				1								
<b>Total</b>	3	5			2		1			4			1

**Key:**

**\*D** List the corresponding *Diversity Chart* number (1 through 9)

**\*\*G** List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown

**RD** Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02912, **Version:** 1

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Appointment of Amanda Powter as member, Labor Standards Advisory Commission, for a term to April 30, 2025.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Amanda Powter</i>		
<b>Board/Commission Name:</b> <i>Labor Standards Advisory Commission</i>		<b>Position Title:</b> <i>Member, Position 9</i>
<input checked="" type="checkbox"/> <b>Appointment</b>	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council	<b>Term of Position: *</b> 5/1/2023 <b>to</b> 4/30/2025  <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Ballard</i>	<b>Zip Code:</b> <i>98117</i>	<b>Contact Phone No.:</b> [REDACTED]

\*Term begin and end date is fixed and tied to the position and not the appointment date.

**Background:**

Born on First Hill in Seattle (as was her mother), Amanda grew up just north in Snohomish County and dreamed of being an Olympic swimmer or mathematician when she was an adult. Instead, she returned to Seattle at the age of 14 as a freshman at the University of Washington through the Early Entrance Program, spending her summers as a camp counselor.

Once she graduated with her Bachelor’s of Arts from the UW (as did her grandmother), she started her career downtown at 2nd & Pike for a fledgling internet company selling books, music, and videos. There she discovered a love of data and technology as well as experiential education & rock climbing. She returned to the University of Washington while working full time to earn her Master’s in Library & Information Science.

A twenty-year career in tech & software ranged from ecommerce to compensation data to television advertising and culminated with Amanda leading a team of data scientists, engineers, and product managers building a successful product that impacted millions of dollars of media buys.

Her experience managing a diverse team that was a pleasure to work with on an innovative and profitable product led her to start her own company. She founded it with the hypothesis that small business could be a great place to work, a vital part of the community, and a successful for-profit endeavor. With this in mind, she bought Perfect Copy & Print at the end of 2019 and led it through the public health emergency beginnings of the pandemic, shutting down for weeks as a non-essential business without letting go of any staff, and navigating demonstrations and public protest activities blocks away on Capitol Hill.

Amanda also started to expand her impact seeking to support underrepresented founders building innovative companies and was part of the inaugural cohort of angel investors within the FBomb Breakfast Club, a peer-support community for women founders and business owners; she continues to be an active and founding member of the FBomb Angels and has invested in several local startup companies led by women across education, medical devices, and other industries. She continues to own and run Perfect Copy & Print with a small team of dedicated employees and be an active participant in the GSBA as her chamber of commerce, having been a co-chair of the WEgsba (an initiative for women & gender-diverse entrepreneurs) and currently serving on the Policy Council.

**Authorizing Signature (original signature):**

**Date Signed (appointed):**

**6/5/24**

**Appointing Signatory:**

*Sara Nelson*

*City Council President*

*\*Term begin and end date is fixed and tied to the position and not the appointment date.*

# Amanda Powter

## IMPACT-FOCUSED ENTREPRENEUR & ANGEL INVESTOR

**Business, Technology, and Product Leader** who works to create and support businesses and products that make an impact. Works with business leaders, entrepreneurs, technologists, startup founders, and organizations to build companies that support employees, customers, and community. Creates & launches everything from web applications with millions of consumer users to enterprise software impacting \$50 million in revenue to small businesses with light manufacturing and retail operations. Builds & leads high-functioning multi-disciplinary teams, with experience managing teams of over 30 engineers, scientists, PMs, and subject matter experts as well as print technicians and graphic designers.

### Key skills:

- Hiring and Managing Diverse Teams
- AI, Data Science, and Machine Learning
- Product Development & Strategy
- Product Launch, Growth & Scaling
- No-Code Applications for Business
- Valuation & Due Diligence

## ENTREPRENEURSHIP & ANGEL INVESTING

### PERFECT COPY & PRINT

2019 - present

*Digital print shop located on Capitol Hill in Seattle*

### CEO & Owner

Purchased 30+ year business with immediate relocation; retained all employees from purchase through COVID state of emergency & summer demonstrations in the next block

- 2022 GSBA Impact Awards: Capitol Hill Business Alliance Business of The Year
- Business fully suspended during statewide shutdown; retained all employees without layoffs
- Implemented no-code applications to automate work and support hybrid working environment
- Maintained mitigations and made improvements to air quality and filtration
- Met with Representative Jayapal on proposed PPP alternative and impact to small business

### ANGEL INVESTING

*Independent & Syndicate investment in underrepresented founders*

### Founding Member, FBA Capital LLC (2023-present)

#### P2B Pitch Contest FBomb Angels (2023-2024)

Participated in the FBomb Breakfast Club annual pitch contest as inaugural and second year angel investors

- Part of inaugural cohort of angel investors & judge at P2B pitch competition
- Founding member of FBomb Angels
- Completed SWITCH Angel Sessions cohort

## PRODUCT & TECHNOLOGY LEADERSHIP

### OATH, A VERIZON COMPANY

2014 - 2018

*Ad tech & content company that brought AOL, Yahoo, and Verizon assets together.*

#### Head of Technology & Product, TV (2016-18)

#### VP of Product, ONE by AOL: TV (2014-16)

Led product development and grew and retained high-functioning product, science, and engineering teams of up to 30 across offices in Seattle, San Mateo, LA, New York, and Sydney; reported to CTO

- Led cross-functional teams to **develop innovative products**, including the first-ever data-driven programmatic platform for buying national television ads, generating \$30 million annually in revenue
- Built and led **distributed global teams**, launching a new product or country each year; strong management practices resulted in 90% employee retention through multiple acquisitions and significant organizational change
- Worked with business partners to create **new product offerings and categories**; analyzed customer feedback and current market, identified revenue and cost targets, set development and launch timelines, and managed teams to build and roll out products worldwide
- **Pitched product prototypes** to senior executives at the nation's largest media agency holding companies (IPG, Publicis, etc.), and TV network groups including NBC Universal, FOX, Viacom, Time Warner, Discovery, ESPN, and Univision; **closed major deals** impacting over \$300 million in ad spend

### PRECISIONDEMAND, acquired by AOL (later Oath)

2010 - 2014

*Startup focused on data-driven linear TV advertising.*

#### Vice President of Product (2013-14)

#### Director of Product Management (2011-13)

#### Senior Product Manager (2010-11)

Led product and technology development for 30-person organization; member of senior leadership team (reporting directly to CTO or CFO)

- Built patented television advertising targeting and impact attribution system; **drove product development** with engineering team, creating valuable IP that was the main target of company's ultimate acquisition
- Led pitches to potential investors during **acquisition and due diligence process**, leading to successful acquisition by AOL
- Created proprietary data structures to **improve predictive machine-learning algorithms**, increasing efficiency of product development and scalability of machine learning throughout the organization

## PRODUCT & TECHNOLOGY LEADERSHIP, cont

### PAYSCALE

2006 - 2009

*Startup analyzing compensation and salary data for consumers and enterprises.*

#### Senior Program Manager

Led highly efficient team of 3-6 compensation and taxonomy experts to ensure accurate compensation and job data, including salary and job data collection from a consumer-facing survey

- **Scaled and improved processes** including data migration, ensuring strong systems were in place to ensure data quality during rapid growth
- Launched new B2B product, which monetized consumer data with a market compensation pricing tool for mid-size (~100 employees) companies
- Worked closely with data scientists and engineers on core compensation algorithms, user-facing interfaces, and data visualization to **produce highly usable web content** for consumers

### AMAZON.COM

1998 - 2006

**Technical Product & Program Manager**, Merchant Analytics (2005-06)

**Technical Program Manager** (2000-05)

**Training Manager, Catalog Operations** (1998-2000)

Delivered technical, data-focused, customer-centric, and time critical projects at scale

- Launched the analytics platform for third-party merchants selling on the Amazon.com platform
- Delivered multiple data web service and metadata processing projects for retail platform partners and web shopping partnerships such as Target, Marks & Spencer, Shop@AOL, etc
- Launched the catalog component for multiple new product lines

## COMMUNITY LEADERSHIP

**GSBA**

**2020 - present**

*Washington State's LGBTQ+ and allied chamber of commerce*

**Policy Council (2023 - present)**

**Co-Chair, WEgsba (2020-2023)**

- Co-chair of WEgsba, GSBA's initiative for women & gender-diverse business owners
- Created bimonthly meetups and information sessions with speakers on topics including PPP/EIDL programs, WA Cares Act impact on businesses, marketing, zero-waste, as well as support as fellow LGBTQIA+ and ally businesses navigated the public health emergency and business success
- Joined policy council to help advocate to support GSBA members and GSBA mission of showing equality is good business

**GEEKGIRLCON**

**2012 - 2015**

*Nonprofit dedicated to celebrating the contribution of geeky women & girls across science, technology, engineering, art, and math (STEAM) with an annual convention and year-round programs*

**Executive Director**

Led all-volunteer team of 30+ to execute year-round programs and annual convention

- Directed organization through **successful transition to 501(c)3** non-profit entity
- Increased attendance at annual convention from 2,500 to 8,500 over 3 years, **improving profitability while increasing capacity** for future expansion

## EDUCATION

**Master's, Library and Information Science**, University of Washington, 2004

**Bachelor's, Classics**, University of Washington, 1998

**Early Entrance Graduate**, University of Washington, 1993



## Labor Standards Advisory Commission

15 Members: Pursuant to Ord. 124643, all members subject to City Council confirmation, 2-year terms:

- 7 City Council-appointed
- 7 Mayor-appointed
- 1 Other Appointing Authority-appointed (specify): Commission-appointed

*D	**G	RD	Position No.	Position Title	Member Name	Member Representation	Term Begin Date	Term End Date	Term #	Appointed By
6	F	1	1.	Commissioner	Marissa Baker	Community; Researcher	5/1/23	4/30/25	1	Mayor
			2.	Commissioner	Alexis Rodich	Worker Organization	5/1/22	4/30/24	2	Mayor
			3.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
			4.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
3	M	1	5.	Commissioner	Greg Ramirez	Worker Organization	5/1/23	4/30/25	1	Mayor
			6.	Commissioner	Vacant		5/1/24	4/30/26		Mayor
			7.	Commissioner	Vacant		5/1/23	4/30/25		Mayor
9	F	2	8.	Commissioner	Danielle Alvarado	Worker Organization	5/1/24	4/30/26	2	City Council
6	F	6	9.	Commissioner	Amanda Powter	Business Owner	5/1/23	4/30/25	1	City Council
			10.	Commissioner	Tom Lambro	Worker Organization	5/1/24	4/30/26	2	City Council
			11.	Commissioner	Samuel Hilbert	Business Owner	5/1/23	4/30/25	1	City Council
6	F	NA	12.	Commissioner	Ilona Lohrey	Business Association or Chamber	5/1/22	4/30/24	2	City Council
6	M	NA	13.	Commissioner	Billy Hetherington	Worker Organization	5/1/23	4/30/25	2	City Council
1	F	3	14.	Commissioner	Jeanie Chunn	Business Association or Chamber	5/1/22	4/30/24	2	City Council
1	M	2	15.	Commissioner	Joel Shapiro	Business Owner	5/1/21	4/30/23	1	Commission

SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	Male	Female	Transgender	NB / O / U	Asian	Black/ African American	Hispanic / Latino	American Indian/ Alaska Native	Other	Caucasian / Non-Hispanic	Pacific Islander	Middle Eastern	Multi racial
<b>Mayor</b>	1	1					1			1			
<b>Council</b>	1	4			1					3			1
<b>Other</b>	1				1								
<b>Total</b>	3	5			2		1			4			1

**Key:**

**\*D** List the corresponding *Diversity Chart* number (1 through 9)

**\*\*G** List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown

**RD** Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02913, **Version:** 1

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Appointment of Bobby Forch as member, Seattle Ethics and Elections Commission, for a term to December 31, 2026.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Bobby Forch</i>		
<b>Board/Commission Name:</b> <i>Seattle Ethics and Elections Commission</i>		<b>Position Title:</b> <i>Member</i>
<input checked="" type="checkbox"/> <b>Appointment</b> OR <input type="checkbox"/> <b>Reappointment</b>	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Seattle Ethics and Elections Commission</i>	<b>Term of Position: *</b> 1/1/2024 <b>to</b> 12/31/2026  <input checked="" type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Central District/District 3</i>	<b>Zip Code:</b> <i>98122</i>	<b>Contact Phone No.:</b>
<b>Background:</b>  Bobby Forch is the president of his own consulting firm. He has over 20 years of experience increasing the participation of DBE, Small, Veteran, and Minority-owned business enterprises (DBE/MSVWBE) in the award and performance of state and local contracts. He is a veteran of both the Seattle and Washington Departments of Transportation. He lives in the City's Central District, where he and his wife raised a child.		
<b>Authorizing Signature (original signature):</b> <i>Sara Nelson</i>	<b>Appointing Signatory:</b> <i>Sara Nelson</i> <i>City Council President</i>	
<b>Date Signed (appointed): 6/10/24</b>		

\*Term begin and end date is fixed and tied to the position and not the appointment date.



## REQ 1 – RÉSUMÉ

### BOBBY FORCH

*President*

Bobby Forch has over 20 years of experience increasing the participation of DBE, Small, Veteran, and Minority-owned business enterprises (DBE/MSVWBE) in the award and performance of state and local contracts. He specializes in oversight of DBE/MSVWBE programs and advising public agency leadership and contractors in review and monitoring of past and present equity and inclusion programs for compliance with applicable requirements, including programs subject to FHWA and FTA oversight. He conducts objective community outreach and works collaboratively with agencies, contractors, and subcontractors, resulting in a broader distribution of contract participation. His experience includes helping agencies, contractors, and subcontractors to address contract disputes, prompt pay disputes, and release of retainage disputes.

He is experienced in the review and revision of contract language for barriers and oversight requirements, review and scoring of participation and/or inclusion plans, and crediting DBE/MSVWBE participation in accordance with RCW 39.19 and 49 CFR Part 26. His 20+ years' involvement in public contract DBE programs includes some of Washington state's largest alternative delivery projects and mega-projects valued at \$500 million up to \$1.5 billion or more, including Design-Build, GC/CM, as well as the state's new Progressive Design-Build delivery method. He has extensive experience in developing and implementing Community Workforce Agreements (CWA) for both WSDOT and the City of Seattle. Bobby Forch has been published in the Journal for the American Society of Civil Engineers for his work regarding DBE Lessons Learned on Design-Build Contracts.

### PROJECT EXPERIENCE

**2014 – 2024**

**Washington State Department of Transportation (WSDOT)**

**Megaprograms: Alaskan Way Viaduct Replacement Program**

Project Award Amount: \$1.5 billion (SR 99 Bored Tunnel)

*Disadvantaged Business Enterprise (DBE) Program Administrator*

Designated by WSDOT to provide programmatic oversight and strategic policy recommendations to ensure DBE compliance with Washington State and Federal law in accordance with the 2014 FHWA Conciliation Agreement. Serve as DBE Program Administrator and central point of contact for DBE administration, review and approval of AWV/DBE monthly progress report for WSDOT/ FHWA, post-contract compliance monitoring, and prompt payment resolution.

**DBE project goal:** \$96 million with no GFE; results exceeded the goal attained over \$111 million to DBE contracting community.

### EDUCATION

Bachelor of Arts in Education, Central Washington University

### PROFESSIONAL MEMBERSHIPS

Capital Projects Advisory Review Board (CPARB) \*Governor's Appointee

Tabor 100

Northwest Minority Builders Alliance (NWMBA)

### EMPLOYMENT TIMELINE

**10 Years** - Bobby Forch Consulting, LLC

**24 Years** - City of Seattle Department of Transportation (SDOT)

**2 Years** - City of Seattle Department of Finance and Administrative Services

### AWARDS & RECOGNITIONS

**2019** Tabor 100 Crystal Eagle Award for Excellence in Diversity & Inclusion

**2009** Tabor 100 Crystal Eagle Award for Small Business Development

**2008** Seattle Urban League of Metropolitan Seattle: Walle Ralkowski Award for Economic Development

**2005** Seattle Management Association: Race and Social Justice Award

### PUBLICATIONS

**2020** American Society of Civil Engineers - International Conference on Transportation and Development:

*Disadvantaged Business Enterprise Lessons Learned on Design-Build Contracts*

**2022 – To be determined****Washington State Department of Transportation (WSDOT)****Megaprograms: Interstate Bridge Replacement Program**

Anticipated Contract Value: \$6 billion (estimated)

*Disadvantaged Business Enterprise (DBE) Program Support*

Provide support for the development of RFQ and RFP contract language to assist in the desired outcomes for Federally funded projects. Supporting strategic approaches for Community Workforce Agreements (CWAs). Provided strategic advice to support contract packaging and delivery methods to achieve maximum DBE participation. Assist in implementing DBE administration best practices.

**DBE project goal:** To be determined**2017 – Present****Washington State Department of Transportation, Ferries (WSDOT/WSF)****Seattle Multimodal Terminal at Colman Dock**

Project Award Amount: \$214,593,873

*Disadvantaged Business Enterprise (DBE) Program Administrator*

DBE Program administration and compliance monitoring and oversight of Federal DBE program for WSDOT and Washington State Ferries. Responsibilities include monthly reporting, post-contract compliance monitoring, and prompt payment resolution. Development and administration of other best practices related to DBE compliance in an alternative contracting environment (design-build). Programmatic oversight and strategic policy recommendations to ensure DBE goal attainment and contract compliance with Washington State and Federal law.

**2018 – Present****Washington State Department of Transportation (WSDOT)****Megaprograms: Puget Sound Gateway Program***DBE MSVWBE Inclusion & Compliance Administrator*

Support the development of RFQ and RFP contract language to assist in the desired outcomes for Federally funded projects. Implementation of DBE administration best practices, review and evaluation of short-listed proposals. Development and administration of other best practices related to DBE compliance in an alternative contracting environment (design-build). Development and administration of best practices related to DBE compliance. Assistance in the development of project goals and the DBE strategic components of the project management plan. Programmatic oversight and strategic policy recommendations to ensure DBE goal attainment and contract compliance with Washington State and Federal law.

Current Projects	Delivery Type	Project Award Amount	Timeline
SR 167 Stage 1b: I-5 to SR 509 - New Expressway	Design-Build	\$375,988,856	2022-2026
SR 167 Stage 2a: SR 161 to SR 410 - Rebuild Interchange Project	Design-Build	TBD – \$165M to \$215M	2024-2027
SR 167 Stage 2b: I-5 to SR 161	Progressive DB	TBD	2025-2029
SR 509 Stage 1b: SR 509 Completion	Design-Build	\$263,975,895	2020-2026
SR 509 Stage 2: 24th Avenue South to South 188th Street – New Expressway	Design-Build	\$478,875,985	2024-2028

**2017 – Present****Washington State Department of Transportation (WSDOT)****Megaprograms: I-405/SR 167 Program***DBE MSVWBE Inclusion & Compliance Administrator*

Program Administrator and central point of contact with MSVWBE administration, review and approval of monthly progress reports, post-contract compliance monitoring, and prompt payment resolution. Development and administration of other best practices related to compliance in an alternative contracting environment (design-build). Provide programmatic oversight and strategic policy recommendations to ensure compliance with Washington State laws and agency policies.

**Megaprograms: I-405/SR 167 Program (Continued)**

Current Projects	Delivery Type	Project Award Amount	Timeline
<i>I-405, Renton to Bellevue - Corridor Widening and ETL</i>	<i>Design-Build</i>	<i>\$704,975,000</i>	<i>2019-2025</i>
<i>I-405, Brickyard to SR 527 Improvement Project</i>	<i>Design-Build</i>	<i>\$834,000,000</i>	<i>2023-2027</i>
<i>I-405, NE 132nd Street Interchange Project</i>	<i>Design-Build</i>	<i>\$50,444,111</i>	<i>2021-2024</i>
<i>I-405, Northeast 85th Street Interchange and Inline BRT Station Project</i>	<i>Design-Build</i>	<i>\$234,432,000</i>	<i>2023-2027</i>
<i>SR 167 Corridor Improvements Project</i>	<i>Design-Build</i>	<i>\$83,999,691</i>	<i>2023-2025</i>

**2018 – Present****Washington State Department of Transportation (WSDOT)****Megaprograms: SR 520 Bridge Replacement and HOV Program***DBE MSVWBE Inclusion & Compliance Administrator*

Provide strategic advisement, community outreach and engagement, monitoring, and oversight to ensure contract compliance of Women-owned business and Minority-owned business enterprise (MWBE) participation goals. Consulted and advised WSDOT in the development and negotiation of the State's first ever Community Workforce Agreement. Advised and participated in the selection of the CWA third-party administrator.

Current Projects	Delivery Type	Project Award Amount	Timeline
<i>SR 520, I-5 to Montlake - I/C and Bridge Replacement (Portage Bay and Roanoke Lid)</i>	<i>Design-Build</i>	<i>\$1,374,800,00</i>	<i>2024-2030</i>
<i>SR 520, Montlake Lid</i>	<i>Design-Build</i>	<i>\$230,000,000</i>	<i>2020-2025</i>
<i>SR 520, I-5 Mercer St. to SR 520 Portage Bay</i>	<i>Design Bid Build</i>	<i>\$68,000,000</i>	<i>2021-2024</i>

**2015 - 2018****Seattle Department of Transportation (SDOT)*****Elliott Bay Seawall Project***

Project Delivery Type: GCCM

Project Award Amount: \$220,000,000

*Women & Minority Business Enterprise (WMBE) Inclusion Manager*

Strategic advisement, outreach and engagement, monitoring, and oversight services. Central point of contact for WMBE firms. Co-authored and helped to negotiate the City of Seattle's first Community Workforce Agreement (CWA) with Purchasing and Contracting, the Labor Unions and the Mayor's Office for the project. Responsible for review and tracking of monthly WMBE performance.

**2021 – 2023****Seattle Public School District*****Rainier Beach High School Replacement Project***

Project Delivery Type: GC/CM

Project Award Amount: \$238,200,000

***Asa Mercer International Middle School Replacement Project***

Project Delivery Type: GC/CM

Project Award Amount: \$152,500,000

Provide strategic policy recommendations and expert advice to ensure maximum inclusion participation, goal attainment, and contract compliance. Make recommendations regarding the removal of impediments and barriers to DBE participation. Serve as the Inclusion Expert representing Seattle Public Schools during the construction of the project. Support RFQ/RFP development, provide recommendations on the implementation of the Outreach Plan, support Sub/Prime contractor partnering. Provide infrastructure and programmatic support for ongoing compliance monitoring. General and targeted outreach above and beyond that performed by the GC/CM.

## **COMMUNITY WORKFORCE AGREEMENT EXPERIENCE**

### **SDOT CWA/Priority Hire**

- Spent 24 years as a City of Seattle Department of Transportation employee working to co-author the City of Seattle's first ever CWA that was used on the Elliott Bay Seawall Replacement Project. Participated with the City's negotiating team that brokered with the King County building trades to develop and sign the final document. Participated in CWA advisory group and attended PAC and pre-job meetings.
- Assisted in the hiring of the staff that provided the administration of the City's CWA as part of the Purchasing and Contracting Division. Have a strong familiarity of all elements related to the administration of a CWA.
- Served for two years working in the Purchasing and Contracting Division, responsible for all policies and administration of the City of Seattle capital programs, consultant contracts, and CWAs. Also served as the City of Seattle's Contracting Manager for that same Division.

### **WSDOT CWA**

Spent eight years as a consultant to WSDOT, assisting with the development and negotiation of the first ever CWA currently being used on the SR 520 Montlake Lid Project. Was part of the negotiating team that drafted the final, signed document.

## **TRAINING DEVELOPMENT**

- Implemented a training module for DBE firms related to best practices for WSDOT Office of Equity and Civil Rights
- Delivered training for WSDOT staff at WSDOT Design-Build Conference on DBE requirements and best practices
- Delivered training for WSDOT I-405 staff on MSVWBE policies and requirements
- Developed "Know the Rules Know the Tools" training for City of Seattle staff on Inclusion in Contracting



# Seattle Ethics and Elections Commission

7 Members: Pursuant to Seattle Municipal Code 3.70.020, all members subject to City Council confirmation, 3-year terms:

- 3 Mayor- appointed
- 3 City Council- appointed
- 1 Other Appointing Authority: Commission

## Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
6	F	7	1	Member	Kristin Hawes	1/1/24	12/31/26	1	Mayor
6	M	6	2	Member	Richard Shordt	1/1/22	12/31/24	2	City Council
7	F	2	3	Member	Chalia Stallings-Ala'ilima	1/1/22	12/31/24	1	Mayor
6	F	3	4	Member	Susan Taylor	1/1/22	12/31/24	1	Commission
6	M	7	5	Member	Jonathan Schirmer	1/1/23	12/31/25	1	City Council
6	M	3	6	Member	Zach Pekelis Jones	1/1/23	12/31/25	1	Mayor
2	M	3	7	Member	Bobby Forch	1/1/24	12/31/26	1	City Council

## SELF-IDENTIFIED DIVERSITY CHART

	SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	1	2								2	1		
Council	3					1				2			
Other		1								1			
Total	4	3				1				5	1		

### Key:

\*D List the corresponding *Diversity Chart* number (1 through 9)

\*\*G List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary, O= Other, U= Unknown

RD Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02914, **Version:** 1

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Appointment of Jonathan Schirmer as member, Seattle Ethics and Elections Commission, for a term to December 31, 2025.

The Appointment Packet is provided as an attachment.



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Jonathan Schirmer</i>		
<b>Board/Commission Name:</b> <i>Seattle Ethics and Elections Commission</i>		<b>Position Title:</b> <i>Member</i>
<input checked="" type="checkbox"/> <b>Appointment</b> OR <input type="checkbox"/> <b>Reappointment</b>	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Seattle Ethics and Elections Commission</i>	<b>Term of Position: *</b> 1/1/2023 <b>to</b> 12/31/2025  <input checked="" type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
<b>Residential Neighborhood:</b> <i>Magnolia/District 7</i>	<b>Zip Code:</b> <i>98199</i>	<b>Contact Phone No.:</b>
<b>Background:</b>  Jonathan Schirmer is a construction lawyer with Lane Powell PC in Seattle. He is a <i>magna cum laude</i> graduate of Seattle University, and also holds a degree in Political Science from Montana State University. In his free time, he enjoys snowboarding at Crystal mountain and playing soccer in local rec leagues.		
<b>Authorizing Signature (original signature):</b>  <i>Sara Nelson</i> <b>Date Signed (appointed):</b> 6/10/24	<b>Appointing Signatory:</b> <i>Sara Nelson</i> <i>City Council President</i>	

\*Term begin and end date is fixed and tied to the position and not the appointment date.

# Jonathan Schirmer

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## EXPERIENCE

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### Lane Powell PC

Seattle, WA

*Associate Attorney*

October 2021 – Present

- Represent public entities, private owners, design professionals, general contractors, and subcontractors in litigation of contract disputes, lien and bond claims, design claims, delay claims, and complex construction matters in state and federal court.
- Advise public entities, contractors, and tribes on various bidding and procurement laws, bid protest, and construction related issues and potential claims.
- Negotiate and draft construction contracts for various public, private, and tribal entities.

### Ahlers Cressman & Sleight PLLC

Seattle, WA

*Associate Attorney*

August 2018 – July 2019; August 2020 – September 2021

- Represented developers, general contractors, and subcontractors in litigation of contract disputes, lien and bond claims, and complex construction disputes in state and federal court.
- Represented clients in bid protests at the state and federal level, including multiple successful GAO Protests of contracts exceeding \$100M and multiple successful Washington State protests of municipal contracts.
- Prepared and developed case strategy and schedule; drafted substantive motions; prepared mediation and arbitration materials; and collaboratively managed discovery for voluminous productions including productions of 1M+ documents.
- Advised clients on compliance with state and federal employment regulations and investigations, corporate compliance issues, and contract issues.

### Hoffman & Blasco LLC

Juneau, AK

*Associate Attorney*

July 2019 – August 2020

- Served as civil litigation defense counsel for various corporations and insured parties in personal injury defense, employment law, medical malpractice, and business and commercial disputes.
- Represented various municipalities in litigation and advised on municipal issues including environmental permitting, contract drafting, employment law, tribal law, and constitutional issues.
- Drafted dispositive motions and briefs; handled case management and discovery; managed communications with insurers and engaged in settlement negotiations to bring matters to successful resolution.

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## EDUCATION

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### Seattle University School of Law

Seattle, WA

*J.D. Magna Cum Laude*

GPA/Rank: 3.78/Top 5%

Honors: Presidential Law Scholar; Dean's List; CALI Award in Legal Writing II

Activities: James E. Bond Appellate Moot Court Competition; Regional Qualifier for Alternative Dispute Resolution Competition; Research and Technical Editor, Seattle University Law Review

### Montana State University

Bozeman, MT

*B.A., Political Science*

# Seattle Ethics and Elections Commission

7 Members: Pursuant to Seattle Municipal Code 3.70.020, all members subject to City Council confirmation, 3-year terms:

- 3 Mayor- appointed
- 3 City Council- appointed
- 1 Other Appointing Authority: Commission

## Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
6	F	7	1	Member	Kristin Hawes	1/1/24	12/31/26	1	Mayor
6	M	6	2	Member	Richard Shordt	1/1/22	12/31/24	2	City Council
7	F	2	3	Member	Chalia Stallings-Ala'ilima	1/1/22	12/31/24	1	Mayor
6	F	3	4	Member	Susan Taylor	1/1/22	12/31/24	1	Commission
6	M	7	5	Member	Jonathan Schirmer	1/1/23	12/31/25	1	City Council
6	M	3	6	Member	Zach Pekelis Jones	1/1/23	12/31/25	1	Mayor
2	M	3	7	Member	Bobby Forch	1/1/24	12/31/26	1	City Council

## SELF-IDENTIFIED DIVERSITY CHART

	SELF-IDENTIFIED DIVERSITY CHART				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
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Total	4	3				1				5	1		

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RD Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*



Legislation Text

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**File #:** Appt 02897, **Version:** 1

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Appointment of Jamie Carnell as Finance Director of the Office of City Finance, for a term to June 1, 2028.

The Appointment Packet is provided as an attachment.

# City of Seattle



## Finance Director

**Confirmation Packet**  
**May 23, 2024**

**Jamie Carnell**



May 23, 2024

The Honorable Sara Nelson  
President, Seattle City Council  
Seattle City Hall, 2<sup>nd</sup> Floor  
Seattle, WA 98104

Dear Council President Nelson:

It is my pleasure to transmit to the City Council the following confirmation packet for my appointment of Jamie Carnell as Director of the Office of City Finance (OCF).

The materials in this packet are divided into two sections:

**A. Jamie Carnell**

**This section contains Ms. Carnell's appointment, oath of office form, and resume.**

**B. Background Check**

**This section contains the report on Ms. Carnell's background check.**

Jamie Carnell has ably served as the City's Interim City Finance Director over the last two years, and after review of her remarkably well-regarded performance, it is with total confidence that I recommend her for you and your colleagues' consideration today.

Ms. Carnell brings a wealth of experience to her role, serving at the City of Seattle in roles of increasing responsibility since 1994. Prior to becoming Interim City Finance Director, she served as Director of the City's Business Systems Division and Deputy Director to former City Finance Director, Glen Lee. She has overseen several enterprise financial system implementations for the City of Seattle as well as across other multiple jurisdictions in Western Washington. Ms. Carnell has spent her entire 30-year career in local government finances, information technology, communications, and project management. She brings the right combination of big picture thinking, strategic acumen, and a commitment to fiscally sound business practices to soundly serve both our City government's operations and our community at-large.

In assessing Ms. Carnell's performance as Interim Finance Director, my office has consulted with stakeholders and leaders who have worked alongside her, including the Seattle Police Pension Board, the Seattle Firefighters Pension Board, the Executive Director of the Seattle City Employees Retirement System, the City's Financial Advisor at Piper Jaffray & Company, Accenture, the immediate former City Finance Director (and current Chief Financial Officer for the District of Columbia), the immediate former Director of the Office of Economic & Revenue Forecasts, the immediate former City Budget Director, the Director of the Seattle Department of Human Resources, the Finance Director for the City of Tacoma, the International Brotherhood of Electrical Workers (IBEW) Local 77, and several OCF employees who work with her on issues ranging from risk management to human resources. It was readily evident that Jamie Carnell has deep personal integrity, a strong project management focus, and a solution-oriented attitude to run our Office of City Finance with distinction. Review of her performance at OCF and the



The Honorable Sara Nelson  
Jamie Carnell Confirmation Letter  
May 23, 2024  
Page 2 of 2

overwhelmingly positive feedback from affected stakeholders is the process that informed my decision to advance Ms. Carnell for your consideration today.

I trust that after reviewing Ms. Carnell's application materials, meeting with her, and following Councilmember Strauss' diligent Finance, Native Communities, and Tribal Governments Committee review, you will find that Jamie Carnell is a thoughtful, personable, respected collaborator who cares deeply about her 150-person team and the people of Seattle. I trust you'll see she is the right choice to serve as permanent Finance Director.

If you have any questions about the attached materials or need additional information, my Chief of Staff & General Counsel Jeremy Racca would welcome hearing from you. I appreciate your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Bruce A. Harrell". The signature is written in black ink and is positioned above the typed name.

Bruce A. Harrell  
Mayor of Seattle

# SECTION

## A



# City of Seattle

Mayor Bruce Harrell

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May 17, 2024

Jamie Carnell  
Seattle, WA  
Transmitted via e-mail

Dear Jamie,

It gives me great pleasure to appoint you to the position of Finance Director and Director of the Office of City Finance at an annual salary of \$229,951.

Your appointment as Director is subject to City Council confirmation; therefore, you will need to attend the Council's confirmation hearings. Once confirmed by the City Council, your initial term will be for four years.

Your contingent offer letter provided employment information related to the terms of your employment, benefits, vacation, holiday and sick leave.

I look forward to working with you in your role as Director and wish you success. We have much work ahead of us, and I am confident that the Office will thrive under your leadership.


Sincerely,

Bruce A. Harrell  
Mayor of Seattle

cc: Seattle Department of Human Resources file



# City of Seattle Department Head Notice of Appointment

<b>Appointee Name:</b> <i>Jamie Carnell</i>	
<b>City Department Name:</b> <i>Office of City Finance</i>	<b>Position Title:</b> <i>Finance Director</i>
<input checked="" type="checkbox"/> <b>Appointment</b> OR <input type="checkbox"/> <b>Reappointment</b>	<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input type="checkbox"/> City Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	<b>Term of Position: *</b> Council Confirmation <b>to</b> 6/1/2028  <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
<b>Background:</b> Ms. Carnell brings a wealth of experience to her role, serving at the City of Seattle in roles of increasing responsibility since 1994. Prior to becoming Interim City Finance Director, she served as Director of the City’s Business Systems Division and Deputy Director to former City Finance Director, Glen Lee. She has overseen several enterprise financial system implementations for the City of Seattle as well as across other multiple jurisdictions in Western Washington. Ms. Carnell has spent her entire 30-year career in local government finances, information technology, communications, and project management. She brings the right combination of big picture thinking, strategic acumen, and a commitment to fiscally sound business practices to soundly serve both our City government’s operations and our community at-large.	
<b>Authorizing Signature:</b>  <b>Date Signed:</b> May 23, 2024	<b>Appointing Signatory:</b> <i>Bruce A. Harrell</i> <i>Mayor of Seattle</i>

\*Term begin and end date is fixed and tied to the position and not the appointment date.



CITY OF SEATTLE ▪ STATE OF WASHINGTON  
OATH OF OFFICE

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State of Washington

County of King

I, Jamie Carnell, swear or affirm that I possess all of the qualifications prescribed in the Seattle City Charter and the Seattle Municipal Code for the position of Finance Director and Director of the Office of City Finance; that I will support the Constitution of the United States, the Constitution of the State of Washington, and the Charter and Ordinances of The City of Seattle; and that I will faithfully conduct myself as Finance Director and Director of the Office of City Finance.

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Jamie Carnell

Subscribed and sworn to before me

this \_\_\_\_ day of \_\_\_\_\_, 2024.

[Seal]

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Scheereen Dedman, City Clerk

# JAMIE CARNELL

Public Finance Executive

Jamie.Carnell@seattle.gov



## PROFESSIONAL PROFILE

Experienced public finance and technology executive with over 25 years developing and executing innovative change in enterprise and business transformation programs with an emphasis on financial and human capital management processes and applications. Strategic relationship builder with proven record of developing collaboration across channels within government agencies and with outside partnerships. Strong communicator with a collaborative style and demonstrated ability to work effectively with diverse teams across multiple issues and disciplines. Mission-driven, persistent, solutions-focused and dedicated to excellence. A unique ability to understand the needs of the business and identify the most efficient process and appropriate technology.

## EXECUTIVE SKILLS

Ability to identify and grow talent  
- highly motivational leadership style; coaches and trains team members; builds inclusive team culture.

Partner with senior leadership and cross-functional stakeholders to identify and manage cross-functional transformation initiatives

Ability to enable an enterprise-wide process evolution

## TRANSFORMATION PROJECTS

**WeVolve**  
(Workday HCM)

**FinMAP**  
(PeopleSoft9.2)

**FileLocal**  
(Multicity business license and tax portal)

## EXPERIENCE- City of Seattle | Seattle WA

INTERIM CITY FINANCE DIRECTOR  
Present

Currently serve as the City of Seattle's Interim Finance Director leading the financial operations of a triple A rated major U.S. City, with a staff of over 150 employees. Committed to implementing transparent financial processes that provide clarity to decision makers and the public. Works in partnership with CBO to oversee the City's financial control functions and enterprise reporting responsibilities while working to achieve the goals set by the Mayor and the City Council. Provides cohesive Citywide financial direction and policies to City departments. Duties include (but not limited to):

- Managing the city accounting processes and procedures and implements controls to ensure transparency and accountability. Oversees the annual production of the Annual Comprehensive Financial Report (ACFR)
- Efficiently and effectively managing the City's financial assets and liabilities – including receiving, safekeeping, investing, disbursing, and ensuring there is always enough cash available to meet operation and program obligations.
- Minimizing debt service and issuance costs, retains the highest practical credit rating, maintains full and complete legal and regulatory compliance.
- Managing Citywide financial systems (i.e., Peoplesoft & Workday) and supports interacting systems.
- Administering and collecting city-levied taxes (e.g., business licenses and taxes)
- Adjusting pre-litigated tort claims filed against the city and advises departments on risks and exposures to the city.
- Executing citywide payroll to employees and their obligations.
- Supporting external citywide financial partnerships, including public corporations (i.e. Pike Place Market, Beneroya Music Hall)
- Providing technical assistance, training, and support to City departments in performing financial functions.
- Overseeing interaction with the City and State Auditor's offices

# JAMIE CARNELL

Public Finance Executive

Jamie.Carnell@seattle.gov



## EDUCATION

Greater Seattle  
Chamber of Commerce  
Leadership Tomorrow  
2015

BACHELOR OF ARTS  
Seattle Pacific University  
1990-1995

## VOLUNTEER EXPERIENCE

BOARD MEMBER  
Treasurer  
Sand Point Arts and Culture  
Exchange, Seattle, WA  
2018-2021

COMMUNITY REPRESENTATIVE  
Lake City Community Council  
2011-2014

## AWARDS

Government Finance Officers  
Association 2018 Excellence in  
Government Finance for Creative  
Solution to a Common Challenge.

## EXPERIENCE continued

BUSINESS SYSTEMS DIRECTOR/DEPUTY CITY FINANCE DIRECTOR  
2019 - 2022

Executive responsible for driving programs that span across the organization and across departments. The division also supports internal and external back-office systems for the City of Seattle's collection of tax revenue. The division has an operating budget of around 15 million, a current capital budget of over 30 million and a staff of 45. The role requires assessing the full breadth of the transformation in the City including system usage, governance of business processes and the adoption of change by city departments.

Position also serves at the Deputy Finance Director to the City Finance Director. Responsible for providing strategic operational guidance for the divisions under the Director of Finance which encompasses citywide accounting and payroll, treasury services, risk management, and license and tax administration.

PEOPLESOFT IMPLEMENTATION DIRECTOR  
2016 - 2019

Directly responsible for the successful implementation of PeopleSoft 9.2 for over 40 departments and 14,000 plus employees with an implementation budget of \$140 million. Included in implementation was a significant upgrade to a Time and Labor module, a Cash Management System with integrations to PeopleSoft 9.2 and a significant realignment of City financial and procurement practices to a single standardized set of policies and processes to ensure unified processing in PeopleSoft 9.2.

ASSISTANT FINANCE DIRECTOR  
2015 - 2017

Integral executive team member in the City Finance organization responsible for articulating expectations and developing strategies for process improvements with applications owned by the City Finance Director and affiliated divisions. Responsible for driving highly complex, interdepartmental, and multidisciplinary projects on behalf of the Mayor, City Budget Office, and City Finance Directors. Advise on key information technology issues and solutions including policy and financial positions, departmental staffing/operational issues, administrative interpretations and implementation of legal and regulatory requirements, and communication with elected officials. Develop proposals and manage scope for vendor and purchase contracts.

FINANCE AND ADMINISTRATIVE SERVICES AND CITY FINANCE

Positions of Progressive Responsibility  
1994-2015

## **SECTION**

### **B**





April 2, 2024

TO: Pam Inch – Senior Executive Recruiter SDHR  
FROM: Dr. Mary M. Roberson – Office of City Finance Human Resources  
SUBJECT: Background check for Jamie Lynn Carnell

The Office of City Finance Human Resources has received a copy of **Jamie Lynn Carnell’s** background check provided by Global Screening Solutions. There were no findings that would impact their employment eligibility.

CC: Personnel File

## **Appointment Questions**

### **City Finance Interim Director, Jamie Carnell**

#### **Background and Vision**

- 1. As Interim Director of the Office of City Finance since 2022, what accomplishments are you most proud of and what has surprised you?**

I have served as a member of City Finance for 30 years. Since 2022, I serve as Interim Director, and I have the privilege of ascending through progressive leadership opportunities which allowed me to work with all facets of City Finance. I have a unique ability to understand the needs of the city and identify the most efficient process and appropriate technology to achieve our policymakers' collective goals. You will see that woven through my accomplishments and the specific goals for the Office of City Finance.

With my skills and experience there were not many surprises when I stepped into this role. I have spent many years in City Finance and worked very closely with the previous City Finance Director as the Deputy Director and a key strategic planner/problem solver for the organization. Any accomplishment I refer to here is a testament to the Office of City Finance (OCF) staff who partner with me daily to ensure the Office of City Finance is a leader in public sector financial management.

#### Accomplishments:

1. During my tenure we continued to execute sound fiscal policies and maintain a solid financial foundation. This has enabled the city to maintain "high" to "highest" ratings for all its outstanding bonds at this time. This is in part due to the City's strong economic performance over time, and adherence to our debt and fiscal policies that maintain a strong financial foundation for the City. The City's strong credit ratings allow the city to borrow at lowest borrowing costs. The City debt management program is a tenured and well performing program that is managed as a citywide function by our debt management team in the Office of City Finance, which works in close collaboration with the City's outside financial advisor, bond counsel, the City Attorney's Office, and City departments including the two Utility departments, and CBO.
2. In 2022, the Office of City Finance had a leadership transition in our Treasury Division. I was able to source an incredible individual as City Treasurer. She and her team have been able to stabilize and transform our treasury services. One specific example of this is related to improving our automated clearing house transactions and vendor identification processes, which lowered our risk related to financial fraud through providing an additional level of protection against unauthorized transactions. Additionally, the team enhanced our cash forecasting model, and as a result we now have a more robust cash forecast which has strengthened our ability to anticipate inflows and outflows to avoid liquidity risks. The model has also helped develop practical short-term and long-term investment strategies allowing us to capture yield opportunities by locking down higher rates for longer terms.
3. In 2016, I took over a high-risk financial system implementation project and successfully implemented Peoplesoft 9.2 for the City of Seattle. This action standardized business practices in finance which aligned disparate financial processes, policies, and procedures. This resulted in consistent financial data across the City and created the opportunity for departments and Citywide Accounting staff to reduce the amount of time it takes to produce our Annual Comprehensive Financial report. In my role as Interim City Finance Director, working in collaboration with the City

Budget Office, we are streamlining financial reporting through the development of quarterly monitoring tools. We are excited to introduce the new reporting and monitoring capabilities to the City Council through the Fiscal Transparency Ordinance in 2025.

**2. What are your specific goals for the Office of City Finance over the next three years?**

As of 2022, the Office of City Finance became a separate office and is no longer a part of the Department of Finance and Administration. As part of becoming a separate entity I wanted to establish a strategic plan for OCF. This development of our five-year strategic plan, is tied to our mission and vision with a focus on four major initiatives:

1. Office Establishment - Establish an OCF culture that attracts and retains diverse high -performing employees.
  - Over the next five years, I am establishing a positive OCF culture – it is important to me that OCF is a place where employees feel like they are part of a team and that their contributions are valued.
  - I am acutely aware that it is necessary to prepare my workforce for the future – employee growth plans, re-establishing a performance management function, looking at training options, establishing succession planning, etc.
  - I want to improve the current baseline human resources, communication & performance management functions.
2. Technology Investments - Reduce financial risk within City financial systems by investing in up-to-date technology where possible.
  - I am focused on continued technology investment by OCF - the financial risk to the city will increase if our systems & processes do not improve.
  - I am also focusing on improving financial data and system/technology literacy (for our staff and partner staff).
  - Finally, I am focusing on investing in financial system upgrades and standardization/automation where it makes sense to support the use of new, advanced technology and find system solutions for manual processes.
3. Process Improvements - Improve processes to continue supporting a sound financial foundation.
  - With continuous improvement as a core value, I have elevated process improvement initiatives in this plan. I have directed that during the next five years each division will lead specific process improvement projects that are either internal to OCF or are done in collaboration with departments.
  - This includes mapping and simplifying overly complex or dated processes, developing financial data standards, and revising citywide processes where applicable.
  - My goal is to embed the value of continuous improvement into OCF culture, so we continue to improve over time.
4. Services and Support - Enhance financial services provided to all OCF customers.
  - This initiative focuses on the service OCF provides to its partners – I believe there are opportunities to enhance the financial services provided to external City partners, internal City departments, and other stakeholders.

- Generally, this initiative will look at providing more access to financial data, providing new reporting tools, and identifying areas that take advantage of potential savings by providing more shared services.
- Finally, recognizing that other areas in need of financial improvement may be identified over the coming years, I may need to redirect staff to adapt to these new needs.

**3. What do you see as the primary challenges facing the Office of City Finance? How do you plan to overcome these challenges?**

Overall, the primary challenge facing the city and the Office of City Finance is the budget constraints we are facing this year and next. My OCF strategic plan provides opportunities for continued improvement, and those opportunities bring budgetary challenges. Investments in technology take funding we will not have, and I have asked my executive team to focus on projects which do not require additional funding but keep us on pace with continuous improvement.

An example of this continuous improvement is my License and Tax Administration (LTA) managerial team taking advantage of free artificial intelligence (AI) training from the Federation of Tax Administrators, a national association of tax administrators from state and local jurisdictions. LTA was able to gain a better understanding of the types of artificial intelligence that are available, such as machine learning, generative AI etc., and which of those AI tools are in use within agencies currently or what future opportunities could exist. The training also included a session on considerations of the associated risks and governance that may be required as we move to identify how AI could be leveraged in Tax Administration. Investing time in opportunities such as this allows City Finance to leverage planning for future investments when funding is more readily available.

**4. What past experiences have prepared you to be a trusted advisor for City Council in the areas of tax administration and policy, debt management, and investment of municipal funds?**

Serving as the Interim City Finance Director for the last two years has given me exposure and greater understanding of the importance of the role. During this time, I have spent time doing deeper dives with immersive training in debt management and pension systems.

I worked to earn the confidence of the City Executives and Council by being able to demonstrate my understanding of these vast and complex areas and communicating in an honest and transparent manner. I was successful in doing so due to my experience of working together with our dedicated team of experts for many years, including knowing when to lean on those with more knowledge in a particular space. Additionally, being in the Office of City Finance and having served as deputy director provided me with extensive and deep understanding of the issues. My tax administration experience has been developed over years of working directly with our License and Tax team to develop the FileLocal tax portal and implement tax systems.

I also know how to recognize and source excellent talent in our key leadership positions, and I accomplished that recently when we recruited our new City Treasurer. I rely on our Treasurer's experience and insights especially related to the investment of municipal funds. Her experience with treasury best practices has already allowed us to streamline and create efficiencies in the organization.

As the City Finance Director, it is important for me to rely on my personal skills and experience while collaborating with the strong team of experts who are directly responsible for these key areas.

**5. What methods do you plan to use to monitor the Office of City Finance’s performance?**

At my direction, OCF Human Resources and division directors are employing Performance Management tools such as the Equity, Engagement, and Expectation (E3) program. Our strategic planning process has created five key initiatives which are cascaded down into each division as organizational goals in the E3 program. In addition, I created critical milestones and key performance indicators we continue to utilize to monitor performance. These include maintaining our debt ratings annually and completing the Annual Financial Report within established deadlines. These are historical indicators which we have been successfully meeting over the last decade. I also rely on feedback from City departments, the City Budget Office, the Mayor’s Office, and the City Council to ensure that OCF performance meets their expectations.

**Executive and Staff Management**

**6. What strategies have you employed in the past to build cohesive and effective teams?**

The approach I am employing in OCF to support our strategic plan is to implement a performance management program and establish new career pathways. This approach is similar to what I have used in the past for building cohesive and effective teams. Some of the HR strategies that I am employing include fostering a series of trainings which lead employees to obtaining their career and organizations goals. I recruited a new HR Manager with considerable experience from outside the city, which has enabled me to put some new and creative practices in place to improve our processes, including building a people manager training program. I believe building out a strong people manager structure with accountability will continue to strengthen our teams.

**7. How do you plan to promote a supportive and inclusive environment for staff members from diverse backgrounds within the Office of City Finance?**

I have led OCF in establishing culture, processes, and expectations for employees to improve communication and engagement within the department. This work will be done through these five areas of focus:

1. Build the OCF office-wide culture and clearly outline OCF value proposition for employees.
  - In conjunction with the Race and Social Justice Ordinance (RSJ) for the City of Seattle, OCF is actively developing a culture survey emphasizing diversity, equity, and inclusion (DEI) principles that builds a workforce with a sense of belonging. I will encourage my team to develop specific training modules for OCF employees following the results of this survey.
  - At my direction, OCF Human Resources and division directors are employing Performance Management tools such as the Equity, Engagement, and Expectation (E3) program. OCF is working to establish career pathways by fostering a series of trainings that lead employees closer to their career and organizations goals, which encourages an environment where individuals can do their best.

2. I have launched a program to foster employee career/growth paths, by redesigning performance management, and identify potential training or educational opportunities across OCF divisions or in cross-departmental settings.
3. I have directed OCF leadership to effectively support and nurture employees, by integrating succession planning and development strategies and by improving training opportunities for all management and supervisory teams.
  - HR is partnering with the division directors to create a strategy to develop people managers by utilizing mixed methods of learning and development tactics for the implementation of a succession plan. OCF leadership team recognizes the importance of succession planning and is in the process of identifying short- and long-term approaches to cultivate diverse talent to meet current and future leadership positions.
4. Enhance employee engagement within the OCF by building transparency with improved, straightforward communication and create more division touchpoints by utilizing systems such as SharePoint sites, Microsoft Teams, and other collaborative tools.
5. Deploy equitable recruitment practices and policies by creating diversity in hiring that reflects the mission and values of OCF while retaining high performing employees.
  - Promoting a supportive and inclusive environment for staff members from diverse backgrounds starts with the make-up of the leadership team. This is the first time in recent history that the City of Seattle will have a female assume the role as the City Finance Director. Currently our leadership team comprises of 60% diverse leaders. OCF has a workforce made of up 55% diverse employees and have recruited 53% diverse applicants into our vacant positions.

Finally, in my own succession planning for this position my goal is to increase representation. I will be working with the OCF HR team to identify opportunities for the next City Finance Director to be recruited from a diverse background. OCF's HR team will create pipelines for executive and managerial talent, which we will utilize to bring more diverse leadership into OCF as opportunities arise.

**8. What is your organizational management approach?**

Throughout the course of my career in the City of Seattle, my personal and organizational management style can be defined as transformational. The roles I personally undertook or was assigned to have been transformational for the city. This includes in the municipal tax space by architecting and leading the work of seven cities to create the Municipal License and Tax Portal agency (commonly referred to as "FileLocal") which now has over 10 cities utilizing FileLocal where constituents can apply/renew a business license and file and pay local Business and Occupation tax.

As Interim City Finance Director I am continuing to focus on transformational organizational management and my OCF team is constantly striving to improve strategies and processes to ensure we can react and respond efficiently as necessary. Transformational organizational management requires leadership who encourages change and innovation within the organization. To do this, OCF needs to equip our management with the appropriate tools and critical thinking skills. A primary focus since I took on this role was to ensure we were prioritizing management training for our managers.

## **Policy Climate and Enforcement**

### **9. Based on your perspectives and observations of the local economy, how might the city need to adjust its revenue (and City services) expectations in the coming years?**

The economy is still experiencing the effects of the stimulus package runouts where we saw double digit year-to-year revenue growth. The trend has been a deceleration of growth. Starting in late 2023, there has been contraction in growth year-to-year as inflation slowly lowers to a normal range. The Federal Reserve has stated its desire to see several months of lower inflation before they begin lowering rates. This will still take some time and for that reason, I think the city should remain relatively conservative in forecasting revenue estimates with a continued focus on controlling expenses. My immediate and primary challenge is to support City government in navigating the current economic climate and continue to develop teams and processes that ensure wise planning, maximum revenue, reduced operating costs, and optimally managed debt and cash flow.

### **10. How will you work to navigate and advocate for policies that support Seattle's fiscal responsibility and sound administration?**

It starts with a strong partnership with both the Executive and the City Council to ensure there is awareness of potential policies or programmatic changes with financial impacts that require review with my team to control for alignment with our citywide financial policies, procedures, and practices. In doing so I make certain that there is compliance with not only our internal controls and regulatory compliance, but with policy expectations. I am greatly appreciative of the opportunity to sit at the table with all of you, and Council Central Staff, to converse as we move forward.

### **11. How do you intend to balance being a member of the Mayor's Cabinet with the vital role of providing unbiased, complete, and timely information to all branches of City government?**

The OCF team and I need to anchor the City of Seattle in fulfilling our charter through providing clear and accurate information about the City's financial affairs to all elected officials in a timely manner. I strive to provide a basis for common understanding of the relevant fiscal information to all branches of City government. My vision for OCF includes the phrase "data driven decision making" for this reason. I want to ensure that my team provides unbiased financial data to all elected officials in a timely manner. OCF has a fiduciary duty to ensure City financial activities are tracked and recorded in accordance with applicable policies and regulations. My team and I provide unbiased financial data through utilizing a single source of truth stemming from citywide use of our financial system and utilizing standard citywide financial policies and procedures. This helps to clarify the practical consequences of potential options and supports informed decisions based on financial information.

### **12. What is your general philosophy for how to work with City Council most effectively?**

I believe that our team must gain and maintain the trust of the City Council as the definitive authority for the City's financial affairs. We do this by responding to City Council requests quickly, and by explaining financial information clearly and accurately. I have had meet-and-greet sessions with most of the City Councilmembers, and meet monthly with the Council Finance Committee Chair, Councilmember

Strauss. I also feel that the long-time relationship the Office of City Finance has with the new Council Central Staff Director and many members of the Council Central Staff unit help to establish our credibility with Councilmembers and make working with the City Council even more effective. I believe that the more interaction we have with the City Council, the more trust they will have in OCF and the more effectively we will all work together.

- 13. Your duties include regular reports to elected officials on the financial affairs of the City, including the status of the City Employees' Retirement System's investments, the City's cash pool, interfund loans, City debt, and other issues. Please discuss the benefits of fiscal transparency to City administration and community members, and what innovations you have added to that effort above and beyond existing statutory requirements.**

We currently provide regular reports in multiple formats to elected officials and the public on the financial affairs of the City, which gives transparency to the City's fiscal health. With the successful initiative to standardize our fiscal data, I am now working with staff to rethink how fiscal data can be presented in a more meaningful way. Collaborating with CBO to develop fiscal monitoring tools is the first step in developing innovative fiscal reports utilizing our Citywide Financial Data warehouse and self-service reporting tools. These reports will be presented to the City Council in 2025 as part of the Fiscal Transparency Ordinance. I look forward to working with CBO and Council Central Staff on the roll out of these reports. I am also reviewing our Biennial Citywide Financial Condition Report, which will be sent to the City Council in September of this year. This report combines key information based on the status of the City Employees' Retirement System's investments, the City's cash pool, interfund loans, City debt, and the Annual Comprehensive Financial Report. While this report is rich in detailed information, we have an opportunity to present fiscal data in more meaningful ways to provide certainty to our elected officials and constituents as to the fiscal health of the city. Techniques being explored are providing greater transparency including tools such as data visualization. We want to tailor the data visualization to the information needs and decision-making role for different stakeholder groups.





Legislation Text

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**File #:** CB 120781, **Version:** 1

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**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE updating definitions in the Seattle Municipal Code related to cannabis businesses to align with state law; and amending Section 6.500.020 of the Seattle Municipal Code.

WHEREAS, cannabis businesses must be licensed by both the City and the State, and City laws and regulations of cannabis businesses must be consistent with State law; and

WHEREAS, in 2020, the State passed legislation, further amended in 2021, 2022, and 2023, to establish a Social Equity in Cannabis program. The purpose of this program is to provide business opportunities to cannabis license applicants who were disproportionately impacted by the unequal enforcement of cannabis prohibition laws. The program authorizes the Washington State Liquor and Cannabis Board to issue cannabis licenses to applicants who meet certain social equity criteria established by State law and further clarified by rules promulgated by the Washington State Liquor and Cannabis Board; and

WHEREAS, The City of Seattle established its own local Social Equity in Cannabis program, aligned with the State's Social Equity in Cannabis program, that waives cannabis license fees for those granted a social equity cannabis license under the State's program. These waived fees will give those who meet social equity criteria the greatest chances of success in entering the legal cannabis industry in Seattle; and

WHEREAS, the State adopted two bills during the 2023 legislative session (Engrossed Second Substitute Senate Bills 5080 and 5367) that impact the City's regulation of cannabis businesses. As a result of these two bills, the City's cannabis code in Chapter 6.500 of the Seattle Municipal Code is now out of alignment with state law; NOW, THEREFORE,

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

Section 1. Section 6.500.020 of the Seattle Municipal Code, last amended by Ordinance 126664, is amended as follows:

**6.500.020 Definitions**

For the purposes of this Chapter 6.500 the following definitions are adopted:

“Authorization” means a form developed by the Washington State Department of Health that is completed and signed by a qualifying patient’s health care professional and printed on tamper-resistant paper.

“Cannabis” means all parts of the plant Cannabis (~~(spp.)~~), whether growing or not, with a THC concentration greater than 0.3 percent on a dry weight basis (~~(; the seeds thereof; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin. The term does not include:~~

1. ~~The mature stalks of the plant; fiber produced from the stalks, oil or cake made from the seeds of the plant; any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake; or the sterilized seed of the plant that is incapable of germination; or~~

2. ~~Hemp or industrial hemp as defined in RCW 15.140.020,))~~ during the growing cycle through harvest and useable cannabis. “Cannabis” does not include hemp or industrial hemp as defined in RCW 15.140.020, or seeds used for licensed hemp production under chapter 15.140 RCW.

“Cannabis business” means any person licensed by the Washington State Liquor and Cannabis Board and The City of Seattle to grow, possess, produce, process, manufacture, sell (whether at wholesale or retail), distribute, transport, allow for consumption on their premises, or deliver cannabis, and includes, but is not limited to, any cannabis processor, producer, or retailer, regardless of whether the cannabis is intended for medical or recreational use.

“Cannabis concentrates” means products consisting wholly or in part of the resin extracted from any

part of the plant Cannabis and having a THC concentration greater than ten percent.

“Cannabis health and beauty aid” means a product containing parts of the cannabis plant and which: (a) is intended for use only as a topical application to provide therapeutic benefit or to enhance appearance; (b) contains a THC concentration of not more than 0.3 percent; (c) does not cross the blood-brain barrier; and (d) is not intended for ingestion by humans or animals.

“Cannabis-infused products” means products that contain cannabis or cannabis extracts, are intended for human use, are derived from cannabis, and have a THC concentration no greater than ten percent. The term “cannabis-infused products” does not include either useable cannabis or cannabis concentrates.

“Cannabis license” or “license” means a license issued by the Director giving permission to a person to engage in a cannabis business in Seattle.

“Cannabis processor” means a person licensed by the Washington State Liquor and Cannabis Board to process cannabis into cannabis concentrates, useable cannabis, and cannabis-infused products, package and label cannabis concentrates, useable cannabis, and cannabis-infused products for sale in retail outlets, and sell cannabis concentrates, useable cannabis, and cannabis-infused products at wholesale to cannabis retailers.

“Cannabis producer” means a person licensed by the Washington State Liquor and Cannabis Board to produce and sell cannabis at wholesale to cannabis processors and other cannabis producers.

“Cannabis producer-small business” means a cannabis producer holding a Tier 1 cannabis producer license from Washington State whose total space for cannabis production is less than 4,000 square feet;

“Cannabis products” means useable cannabis, cannabis concentrates, and cannabis-infused products as defined in this Section 6.500.020, including any product intended to be consumed or absorbed inside the body by any means including inhalation, ingestion, or insertion, with any detectable amount of THC.

“Cannabis products” also means any product containing only THC content.

“Cannabis products” does not include cannabis health and beauty aids as defined in this Section 6.500.020 or products approved by the United States Food and Drug Administration.

“Cannabis retailer” means a person licensed by the Washington State Liquor and Cannabis Board to sell cannabis concentrates, useable cannabis, and cannabis-infused products in a retail outlet.

“Cannabis transporter” means a person licensed by the Washington State Liquor and Cannabis Board to physically transport or deliver cannabis, cannabis concentrates, and cannabis-infused products between licensed cannabis businesses within Washington State.

“Department” means the Department of Finance and Administrative Services of The City of Seattle.

“Designated provider” means a person who is 21 years of age or older and:

1. a. Is the parent or guardian of a qualifying patient who is under the age of 18 years and holds a recognition card; or
  - b. Has been designated in writing by a qualifying patient to serve as the designated provider for that patient;
2. a. Has an authorization from the qualifying patient’s health care professional; or:
  - 1) Has been entered into the medical cannabis authorization database as being the designated provider to a qualifying patient;
  - 2) Has been provided a recognition card;
  - 3) Is prohibited from consuming cannabis obtained for the personal, medical use of the qualifying patient for whom the individual is acting as designated provider;
  - 4) Provides cannabis to only the qualifying patient that has designated them;
  - 5) Is in compliance with the terms and conditions of chapter 69.51A RCW; and
  - 6) Is the designated provider to only one patient at any one time.

“Director” means the Director of the Department of Finance and Administrative Services of The City of Seattle or that Director’s designee.

~~(“Disproportionately impacted area” means a census tract or comparable geographic area that satisfies the following criteria, which may be further defined in a rule by the Director after consideration of the criteria~~

established by the Washington State Liquor and Cannabis Board:

1. ~~The area has a high poverty rate;~~
2. ~~The area has a high rate of participation in income-based federal or state programs;~~
3. ~~The area has a high rate of unemployment; and~~
4. ~~The area has a high rate of arrest, conviction, or incarceration related to the sale, possession, use, cultivation, manufacture, or transport of cannabis.))~~

“Employee” means any individual who is employed by an employer in return for the payment of direct or indirect monetary wages or profit, any individual who volunteers their services to an employer for no monetary compensation, or any individual who performs work or renders services, for any period of time, at the direction of an owner, lessee, or other person in charge of a place.

“Engaging in business” has the meaning provided in subsection 5.30.030.B.1.

“Gross profit” means the entire gross receipts from all sales and services made in, upon, or from the licensed business.

“Health care professional” means a physician licensed under chapter 18.71 RCW, a physician assistant licensed under chapter 18.71A RCW, an osteopathic physician licensed under chapter 18.57 RCW, a naturopath licensed under chapter 18.36A RCW, or an advanced registered nurse practitioner licensed under chapter 18.79 RCW.

“Juvenile” means any individual who is under the chronological age of 18 years.

“Medical cannabis authorization database” means the secure and confidential database created by the Washington State Department of Health pursuant to RCW 69.51A.230.

“Net profit” means gross sales minus cost of goods sold.

“Operator” means any person operating, conducting, or maintaining a cannabis business.

“Person” means any individual, partnership, corporation, trust, incorporated or unincorporated association, marital community, joint venture, governmental entity, or other entity or group of persons however

organized.

“Process” means to engage in any one or more of the activities of a cannabis processor.

“Produce” means to plant, grow, or harvest cannabis for medical or recreational use.

“Qualifying patient” means a person who:

1. Is a patient of a health care professional;
2. Has been diagnosed by that health care professional as having a terminal or debilitating

medical condition;

3. Is a resident of the state of Washington at the time of such diagnosis;

4. Has been advised by that health care professional about the risks and benefits of the medical use of cannabis;

5. Has been advised by that health care professional that they may benefit from the medical use of cannabis;

6. a. Has an authorization from their health care professional; or

b. Has been entered into the medical cannabis authorization database and has been provided a recognition card; and

7. Is otherwise in compliance with the terms and conditions of chapter 69.51A RCW.

“Qualifying patient” does not include a person who is actively being supervised for a criminal conviction by a corrections agency or department that has determined that the terms of chapter 69.51A RCW are inconsistent with and contrary to that person’s supervision and all related processes and procedures related to that supervision.

“Recognition card” means a card issued to qualifying patients and designated providers by a cannabis retailer with a medical cannabis endorsement that has entered them into the medical cannabis authorization database.

“Social equity applicant” means ((:)) an applicant who has been issued a license by the Washington

State Liquor and Cannabis Board under the social equity program established in RCW 69.50.335.

~~((1. An applicant who has at least 51 percent ownership and control by one or more individuals who have resided in a disproportionately impacted area for a period of time defined in rule by the Director after consideration of the time period established by the Washington State Liquor and Cannabis Board; or~~

~~2. An applicant who has at least 51 percent ownership and control by at least one individual who has been convicted of a cannabis offense, a drug offense, or is a family member of such an individual; or~~

~~3. An applicant who meets criteria defined in rule by the Director after consideration of the criteria established by the Washington State Liquor and Cannabis Board.))~~

“Successor” means any person to whom the owner(s) of a cannabis business who are quitting, selling out, exchanging, or disposing of the cannabis business sells or otherwise conveys, directly or indirectly, the ((owner(s)’)) owner’s or owners’ share of the business, or any part of the materials, supplies, merchandise, inventory, fixtures, or equipment of the business in bulk and not in the ordinary course of the person’s marijuana business. Any person obligated to fulfill the terms of a contract shall be deemed a successor to any contractor defaulting in the performance of any contract as to which such person is a surety or guarantor.

“Tamper-resistant paper” means paper that meets one or more of the following industry-recognized features:

1. One or more features designed to prevent copying of the paper;
2. One or more features designed to prevent the erasure or modification of information on the paper; or
3. One or more features designed to prevent the use of counterfeit authorization.

“True party of interest” means:

1. For a sole proprietorship, the sole proprietor and spouse.
2. For a general partnership, all partners and their spouses.
3. For a limited partnership, limited liability partnership, or limited liability limited partnership,

all general partners and their spouses and all limited partners and their spouses.

4. For a limited liability company, all members and their spouses, and all managers and their spouses.

5. For a privately held corporation, all corporate officers (or persons with equivalent title) and their spouses, and all stockholders and their spouses.

6. For a publicly held corporation, all corporate officers (or persons with equivalent title) and their spouses, and all stockholders and their spouses.

7. For multilevel ownership structures, all persons and entities that make up the ownership structure and their spouses.

8. Any entity or person (inclusive of financiers) that is expecting a percentage of the profits in exchange for a monetary loan or expertise, any entity or person who is in receipt of, or has the right to receive, a percentage of the gross or net profit from the licensed business during any full or partial calendar or fiscal year, or any entity or person who exercises control over the licensed business in exchange for money or expertise.

“True party of interest” does not mean:

1. A person or entity receiving reasonable payment for rent on a fixed basis under a bona fide lease or rental obligation, unless the lessor or property manager exercises control over or participates in the management of the business.

2. A person who receives a bonus as an employee, if: the employee is on a fixed wage or salary and the bonus is not more than 25 percent of the employee’s pre-bonus annual compensation; or the bonus is based on a written incentive/bonus program that is not out of the ordinary for the services rendered.

3. A person or entity contracting with the applicant(s) to sell the property, unless the contract holder exercises control over or participates in the management of the licensed business.

“Useable cannabis” means dried cannabis flowers. The term “useable cannabis” does not include either



cannabis-infused products or cannabis concentrates.

Section 2. This ordinance shall take effect as provided by Seattle Municipal Code Sections 1.04.020 and 1.04.070.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2024, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

Approved / returned unsigned / vetoed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Bruce A. Harrell, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Scheereen Dedman, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE

<b>Department:</b>	<b>Dept. Contact:</b>	<b>CBO Contact:</b>
FAS	Lachen Chernyha	Lorine Cheung

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE updating definitions in the Seattle Municipal Code related to cannabis businesses to align with state law; and amending Section 6.500.020 of the Seattle Municipal Code.

**Summary and Background of the Legislation:** After changes to state law adopted during the 2023 legislative session, the City’s cannabis code SMC 6.500 is now out of alignment with state law. This ordinance will bring SMC back into alignment with state law.

In September 2022, the City adopted Ordinance 126664 as part of a broader package that included legislation to establish new protections for workers in the cannabis industry. In addition to other updates, Ordinance 126664 set the cannabis license fees for “social equity applicants” at \$0. The purpose of the license fee waiver is to give those who meet social equity criteria, as established by state law, the greatest chances of success in entering the legal cannabis industry in Seattle. Ordinance 126664 adopted the state’s definition for “social equity applicant” and “disproportionately impacted area” (because it is referenced in the definition for “social equity applicant”).

Since Ordinance 126664 was adopted in September 2022, the state passed legislation (SB 5080) amending the state’s social equity in cannabis program. In addition to expanding the number of licenses available under the social equity program, this bill altered the state’s definition of “social equity applicant” and “disproportionately impacted area.” As a result of these changes, the definitions contained in the Seattle Municipal Code (SMC) are now out of date.

To ensure that anyone granted a social equity cannabis license by the state under the new definitions remains eligible for waived City cannabis licensing fees, the City must update the code to be consistent with state law. Specifically, this ordinance will update the City definition for “social equity applicant” to anyone granted a cannabis license by the Washington State Liquor and Cannabis Board (LCB) under the state’s social equity program. This will ensure our code maintains alignment with the state’s social equity program as it continues to evolve. This ordinance will also eliminate the definition for “disproportionately impacted area” from the SMC, as it is no longer referenced in the definition for “social equity applicant.”

In addition, during the 2023 legislative session, the state also adopted SB 5367, concerning the regulation of products containing THC. This bill updated the state’s definitions for “cannabis” and “cannabis products.”

The definitions contained in SMC 6.500 are adopted from state law. Since the state adopted SB 5367, the definitions for “cannabis” and “cannabis products” contained in the SMC are now out of alignment with the state. Because the City’s authority to regulate cannabis derives from the state, our laws and rules related to cannabis businesses must be consistent with state law.

This ordinance will adopt the updated state definitions for “cannabis” and “cannabis products” into the City code, thus bringing the SMC back into alignment with state law.

## 2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project?  Yes  No

## 3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation have financial impacts to the City?  Yes  No

## 4. OTHER IMPLICATIONS

a. Please describe how this legislation may affect any departments besides the originating department.

N/A

b. Does this legislation affect a piece of property? If yes, please attach a map and explain any impacts on the property. Please attach any Environmental Impact Statements, Determinations of Non-Significance, or other reports generated for this property.

N/A

c. Please describe any perceived implication for the principles of the Race and Social Justice Initiative.

i. How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.

The purpose of the state’s social equity in cannabis program is to provide business opportunities to cannabis license applicants who were disproportionately impacted by the war on drugs and to improve diversity in the cannabis industry. To give those who meet social equity criteria, as established by state law, the greatest chances of success in entering the legal cannabis industry in Seattle, the City has waived cannabis licensing fees for social equity applicants.

The changes to the definition of “social equity applicant” and “disproportionately impacted area,” adopted into state law during the 2023 legislative session, are intended to better capture the communities most harmed by the war on drugs. Now that the City code is out of alignment with the state’s definitions, a person who is granted a social equity license by the state under the new definitions may not qualify for a fee waiver in the City. This ordinance will ensure that anyone granted a state

cannabis license under the state’s new definitions will still be eligible for waived Seattle cannabis licensing fees, as intended by the original Ordinance 126664.

- ii. **Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**

N/A

- iii. **What is the Language Access Plan for any communications to the public?**

N/A

**d. Climate Change Implications**

- i. **Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.**

N/A

- ii. **Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle’s resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

N/A

- e. **If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program’s desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?**

N/A

**5. CHECKLIST**

- Is a public hearing required?**
- Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required?**
- If this legislation changes spending and/or revenues for a fund, have you reviewed the relevant fund policies and determined that this legislation complies?**
- Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?**

**6. ATTACHMENTS**

**Summary Attachments:** None