

CITY OF SEATTLE
ORDINANCE 126394
COUNCIL BILL 120120

AN ORDINANCE relating to City employment of public records officers; returning positions to the civil service system; and amending Section 4.13.010 of the Seattle Municipal Code.

WHEREAS, The City of Seattle is required under the Washington State Public Records Act (PRA), chapter 42.56 RCW, to timely respond to requests for public records from members of the public; and

WHEREAS, consistent with the PRA, the City identifies Public Disclosure Officers (PDOs) to respond to public disclosure requests; and

WHEREAS, the role of PDO is nonpolitical and falls outside of the group of employees who transition with the electoral cycle; and

WHEREAS, continuity is important to the performance of the PRA compliance function; and

WHEREAS, the three departments with elected officials as the appointing authority – the Office of the Mayor, the Legislative Department, and the City Attorney’s Office – have less continuity in senior management than other departments; and

WHEREAS, the City strives to provide all employees with continuity in expectations and standards, and the Civil Service Commission will be able to provide the continuity to PDOs in those departments that frequently transition through elections; and

WHEREAS, it is appropriate to grant civil service protections to these PDO roles; NOW,

THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. Returning five positions from exempt to non-exempt Civil Service status. The following positions are returned to Civil Service:

- 1 – 1 filled position (10005310) in the Office of the Mayor; Strategic Advisor 2, Exempt
- 2 designated to Strategic Advisor 2, General Government
- 3 – 1 vacant position (10005310) in the Office of the Mayor; Strategic Advisor 2, Exempt
- 4 designated to Strategic Advisor 2, General Government
- 5 – 1 filled position (10005302) in the Law Department; Strategic Advisor 2, Exempt designated
- 6 to Strategic Advisor 2, General Government
- 7 – 1 filled position (10003762) in the Legislative Department; Strategic Advisor-Legislative
- 8 – 1 filled position (10005304) in the Legislative Department, Paralegal

9 Section 2. Section 4.13.010 of the Seattle Municipal Code, last amended by Ordinance
 10 126337, is amended as follows:

11 **4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems**

12 * * *

Employment Unit	Titles of Exempt Positions
* * *	
8. Executive	Administrative Staff Assistant (CPC) (PosNo. 10005105)
	Planning and Development Specialist, Senior (OSE) (PosNo. 10004696)
	All directors of offices in the Executive Department
	All positions in the Office of the Mayor, <u>except Strategic Advisor 2 (PosNo. 10005310)</u>
	Executive Assistant (OED) (PosNo. 00025562)
	Planning & Development Specialist, Senior (CPC) (PosNo. 10005361)
* * *	
13. Law	All positions in the Law Department, except clerical positions classified in the Administrative Support and Accounting Support class series, <u>and Strategic Advisor 2 (PosNo. 10005302)</u>
14. Legislative	All positions in the Legislative Department, except clerical positions classified in the Administrative Support and Accounting Support class series, <u>Strategic Advisor-Legislative (PosNo. 1003762), and Paralegal (PosNo.</u>

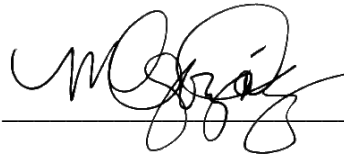
	<u>10005304)</u>
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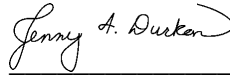
1 Section 4. This ordinance shall take effect and be in force 30 days after its approval by
2 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it
3 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

4 Passed by the City Council the 19th day of _____ July _____, 2021,
5 and signed by me in open session in authentication of its passage this 19th day of
6 _____ July _____, 2021.

7 

8 President _____ of the City Council

9 Approved returned unsigned vetoed this 30th day of July, 2021.

10 

11 Jenny A. Durkan, Mayor

12 Filed by me this 30th day of July, 2021.

13 

14 Monica Martinez Simmons, City Clerk

15 (Seal)