SUMMARY and FISCAL NOTE

Department:	Dept. Contact:	CBO Contact:
Seattle Department of Human Resources	Shane Eubank	Alyssa Ha

1. BILL SUMMARY

Legislation Title: AN ORDINANCE relating to City employment; and establishing the Deferred Compensation Analyst classification title series and corresponding rates of pay in the Seattle City Employees' Retirement System.

Summary and Background of the Legislation: If passed, this legislation would:

a. Establish two new titles (Deferred Compensation Analyst and Deferred Compensation Analyst, Senior) and corresponding rates of pay in the Seattle City Employees' Retirement System department.

The Seattle Department of Human Resources (SDHR) Compensation and Classification Unit provides centralized classification and compensation services for the City of Seattle, including classifying positions citywide and maintaining the City's compensation programs. City departments may request adjustments to compensation and classification programs, including the establishment of new titles, modification of salary ranges, or other programmatic changes. These changes must be approved by the City Council.

In 2024, SDHR submitted a request to the Compensation and Classification Unit for the creation of classification specifications and salaries for a "Deferred Compensation Analyst" (historically classified as a Personnel Analyst) and "Deferred Compensation Analyst, Senior" (historically classified as a Personnel Analyst, Senior). These requests were submitted in tandem with the reorganization and physical move of the Deferred Compensation Unit to the Seattle City Employees' Retirement System (SCERS) department, effective January 1, 2025.

The Deferred Compensation Analyst and Senior classifications perform ongoing citywide defined contribution pension services comparable to those performed prior to the organizational and physical relocation from SDHR to SCERS effective January 1, 2025. However, the deferred compensation analytical work in the Deferred Compensation Analyst classification series would be better defined and appropriately distinguished from other citywide human resources services that continue to remain within SDHR, as well as from individual contributor defined benefit classifications located within SCERS.

The rates of pay for the Deferred Compensation Analyst and Deferred Compensation Analyst, Senior classifications remain identical to/correspond with the rates of pay of the Personnel Analyst and Personnel Analyst, Senior classifications, respectively. Therefore, rates of pay remain unchanged for the two impacted incumbent employees, and there are no financial impacts or other costs associated with this legislation.

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 legislation has no financial impacts because the new and former titles are on the same pay scale.

3.d. Other Impacts

Does the legislation have other financial impacts to The City of Seattle, including direct or indirect, one-time or ongoing costs, that are not included in Sections 3.a through 3.c? If so, please describe these financial impacts.
No.

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.
N/A

Please describe any financial costs or other impacts of *not* implementing the legislation.
If this legislation is not implemented, the Deferred Compensation Classification title series within SCERS would not be established. This new classification title series better reflects citywide defined contribution services, which are distinguished from other citywide human resources services that continue to remain within SDHR, as well as individual contributor defined benefit classifications located within SCERS.

Please describe how this legislation may affect any City departments other than the originating department.
This legislation affects the Seattle City Employees' Retirement System (SCERS).

4. OTHER IMPLICATIONS

a. Is a public hearing required for this legislation?

No.

b. Is publication of notice with The Daily Journal of Commerce and/or The Seattle Times required for this legislation?
No.

c. Does this legislation affect a piece of property?
No.

d. 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.

iii. What is the Language Access Plan for any communications to the public?
N/A

e. 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.
No.

f. 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

g. Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?
No.

5. ATTACHMENTS

Summary Attachments:
Summary Attachment 1 – Department Submission