SEATTLE CITY COUNCIL
CENTRAL STAFF

2026 Seattle Department of Human Resources Ordinances

- Deferred Compensation Analyst Classification Title Series Creation Ordinance
- Status Changes Ordinance

AMANDA ALLEN, LEGISLATIVE ANALYST

GOVERNANCE, ACCOUNTABILITY & ECONOMIC DEVELOPMENT COMMITTEE

12/11/2025

Purpose of the Deferred Compensation Classification Analyst Classification Title Series Ordinance

- Changes in classification titles is managed by SDHR and must be adopted by Council
- The Deferred Compensation unit was transferred from SHR to the Seattle City Employees' Retirement System (SCERS) department in 2025
- 2.0 FTE moved to SCERS were classified as Personnel Analysts, a classification restricted for SHR's use
- New classification titles were created for use within SCERS
- The new pay structure for the new titles mirror that of Personnel Analysts, ensuring salary costs remain the same

Purpose of the Civil Service Status Changes Ordinance

- The City has two status types of positions at it relates to the application of Civil Service Rules: Civil Service Exempt and Non-exempt
    - An “Exempt employee" serves at the discretion of the appointing authority and is exempt from Civil Service Rules regarding selection, discipline, discharge, and appeals of personnel actions
- Positions are reviewed when reclassified to determine if they meet the standards for exemption from Civil Service Rules
- SDHR facilitates a periodic, consolidated Civil Service Ordinance for all City departments to change civil service exemption status of positions

Proposed Changes in Civil Service Status

This ordinance provides a routine maintenance of civil service protections and includes the following changes:

1. **Exempts One position from civil service:**

Department	Initial Classification (Civil Service)	Final Classification (Exempt)
Seattle Department of Human Resources	Strategic Advisor 3, General Government	Manager 3, Exempt

Note: the Pay Zone for Strategic Advisor 3's and Managers 3's is identical, no change in pay is necessary

Return to Civil Service

2. Returns Four Positions to Civil Service

	Department	Initial Classification (Exempt)	Final Classification (Civil Service)	Vacancy Status
1	City Attorney's Office	Executive Assistant	Paralegal – Law	Vacant
2	Seattle Department of Human Resources	Manager 2, Exempt	Manager 2, General Government	Filled
3	Seattle City Light	Info Technol Prof A, Exempt	Strategic Advisor 1, Utilities L21C SCL	Vacant
4	Seattle City Light	Strategic Advisor 1, Exempt	Manager 2, General Government	Filled

Financial Impacts of Civil Service Changes

Using salary midpoints for these classifications, the overall cost difference across the three departments could be a reduction of about ($50,000).

The estimated cost differences are as follows:

- City Attorney Office, ($37,600)
- SDHR, no cost difference
- Seattle City Light, ($11,500)

Note: Departments will retain any savings and absorb any increases, depending on how the positions are filled within the Pay Zones.

Questions?