

# Office of Hearing Examiner

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

## Department Overview

The Office of Hearing Examiner is Seattle's quasi-judicial forum for reviewing factual and legal issues raised by the application of City Code requirements to specific people or property. As authorized by the Seattle Municipal Code, the Office conducts hearings and decides appeals in cases where citizens disagree with a decision made by a City agency. Many of the matters appealed to the Hearing Examiner relate to land use and environmental permit decisions and interpretations made by the Department of Planning and Development. The Hearing Examiner also hears appeals in many other subject areas and makes recommendations to the City Council on rezone petitions, major institution master plans, and other Council land-use actions. Pursuant to authority granted in 2004, the Hearing Examiner also provides contract hearing examiner services to other local governments.

The Hearing Examiner is appointed by the City Council, and Deputy Hearing Examiners are then appointed by the Hearing Examiner. Examiners handle all pre-hearing matters, regulate the conduct of hearings, and prepare decisions and recommendations based upon the hearing record and applicable law. The Code requires all examiners to be attorneys with training and experience in administrative hearings. The Hearing Examiner also manages an executive assistant to oversee the administrative areas of the office, a legal assistant to assist with hearings and decision preparation, and an administrative specialist to support all other office positions and provide information to the public.

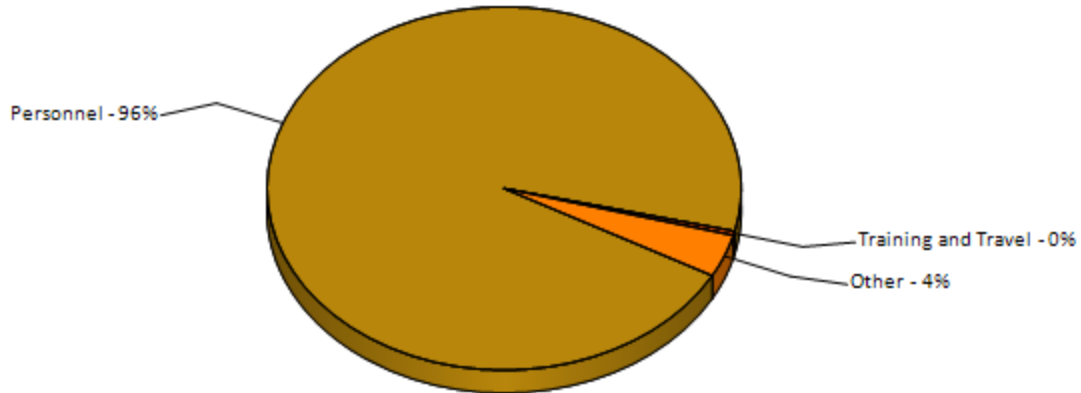
## Budget Snapshot

<b>Department Support</b>	<b>2013 Actual</b>	<b>2014 Adopted</b>	<b>2015 Adopted</b>	<b>2016 Endorsed</b>
General Fund Support	\$623,569	\$648,246	\$665,618	\$670,273
<b>Total Operations</b>	<b>\$623,569</b>	<b>\$648,246</b>	<b>\$665,618</b>	<b>\$670,273</b>
<b>Total Appropriations</b>	<b>\$623,569</b>	<b>\$648,246</b>	<b>\$665,618</b>	<b>\$670,273</b>
Full-time Equivalent Total*	4.63	4.63	4.63	4.63

*\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.*

# Office of the Hearing Examiner

## 2015 Adopted Budget - Expenditure by Category



### Budget Overview

The 2015 Adopted and 2016 Endorsed Budget does not recommend significant changes to the Hearing Examiner's budget.

#### City Council Changes to the Proposed Budget

The Council made no changes to the 2015-2016 Proposed Budget.

### Incremental Budget Changes

#### Office of Hearing Examiner

	2015		2016	
	Budget	FTE	Budget	FTE
<b>Total 2014 Adopted Budget</b>	<b>\$ 648,246</b>	<b>4.63</b>	<b>\$ 648,246</b>	<b>4.63</b>
<b>Baseline Changes</b>				
Citywide Adjustments for Standard Cost Changes	\$ 9,872	0.00	\$ 9,872	0.00

# Office of the Hearing Examiner

## Proposed Technical Changes

Citywide Training and Travel Reallocation	-\$ 1,096	0.00	-\$ 1,096	0.00
Final Citywide Adjustments for Standard Cost Changes	\$ 8,596	0.00	\$ 13,251	0.00
<b>Total Incremental Changes</b>	<b>\$ 17,372</b>	<b>0.00</b>	<b>\$ 22,027</b>	<b>0.00</b>
<b>2015 Adopted/2016 Endorsed Budget</b>	<b>\$ 665,618</b>	<b>4.63</b>	<b>\$ 670,273</b>	<b>4.63</b>

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Citywide Adjustments for Standard Cost Changes - \$9,872**

Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments reflect initial assumptions about these costs and inflators early in the budget process. This adjustment also reflects movement of funding from Finance General to pay for costs allocated by Department of Information Technology and Finance & Administrative Services. These costs were previously paid directly by Finance General on the department's behalf.

### Proposed Technical Changes

#### **Citywide Training and Travel Reallocation - (\$1,096)**

This adjustment makes small reductions to training and travel budget appropriations Citywide. The Budget reallocates these funds to a new Centralized Management and Leadership Development program in the Department of Human Resources. More information on the new training program can be found in the Department of Human Resources budget section.

#### **Final Citywide Adjustments for Standard Cost Changes - \$8,596**

Citywide technical adjustments made in the "Proposed Phase" reflect changes due to inflation, central cost allocation, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments reflect updates to preliminary cost assumptions established in the "Baseline Phase."

## City Council Provisos

There are no Council Provisos.

# Office of the Hearing Examiner

## Expenditure Overview

<b>Appropriations</b>	<b>Summit Code</b>	<b>2013 Actual</b>	<b>2014 Adopted</b>	<b>2015 Adopted</b>	<b>2016 Endorsed</b>
Office of Hearing Examiner Budget Control Level	V1X00	623,569	648,246	665,618	670,273
<b>Department Total</b>		<b>623,569</b>	<b>648,246</b>	<b>665,618</b>	<b>670,273</b>

<b>Department Full-time Equivalents Total*</b>	<b>4.63</b>	<b>4.63</b>	<b>4.63</b>	<b>4.63</b>
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\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.

## Appropriations By Budget Control Level (BCL) and Program

### Office of Hearing Examiner Budget Control Level

The purpose of the Office of Hearing Examiner Budget Control Level is to conduct fair and impartial hearings in all subject areas where the Seattle Municipal Code grants authority to do so (there are currently more than 75 subject areas) and to issue decisions and recommendations consistent with applicable law.

<b>Program Expenditures</b>	<b>2013 Actual</b>	<b>2014 Adopted</b>	<b>2015 Adopted</b>	<b>2016 Endorsed</b>
Office of Hearing Examiner	623,569	648,246	665,618	670,273
<b>Total</b>	<b>623,569</b>	<b>648,246</b>	<b>665,618</b>	<b>670,273</b>
Full-time Equivalents Total*	4.63	4.63	4.63	4.63

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