

Office of Hearing Examiner

Sue Tanner, Hearing Examiner

Department Information Line: (206) 684-0521

On the Web at: <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 provides contract hearing examiner services to other local governments as well.

The Hearing Examiner and Deputy Hearing Examiners, appointed by the Hearing Examiner, 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 appoints an administrative analyst to oversee the administrative areas of the office, a paralegal to assist with hearings and decision preparation, and an administrative specialist to support all other office positions and provide information to the public.

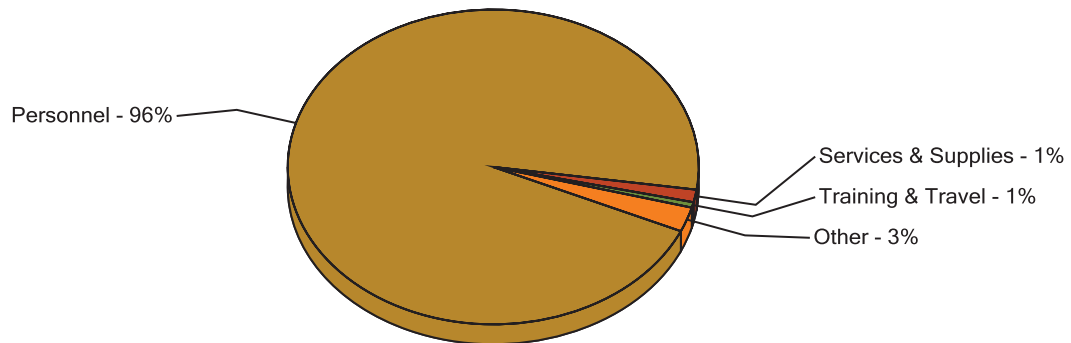
Budget Snapshot

Department Support	2011 Actual	2012 Adopted	2013 Proposed	2014 Proposed
General Fund Support	\$559,513	\$607,710	\$635,099	\$656,328
Total Operations	\$559,513	\$607,710	\$635,099	\$656,328
Total Appropriations	\$559,513	\$607,710	\$635,099	\$656,328
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 Personnel Director actions outside of the budget process may not be detailed here.

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2013 Proposed Budget - Expenditure by Category



Budget Overview

Because of its small size and essential nature, the 2013-2014 Proposed Budget does not recommend any reductions to the Hearing Examiner's budget.

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Incremental Budget Changes

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	2013		2014	
	Budget	FTE	Budget	FTE
Total 2012 Adopted Budget	\$ 607,710	4.63	\$ 607,710	4.63
Baseline Changes				
Citywide Adjustments for Standard Cost Changes	\$ 26,760	0.00	\$ 47,865	0.00
Retirement Payout Adjustment	-\$ 15,480	0.00	-\$ 15,789	0.00
Proposed Technical Changes				
Final Citywide Adjustments for Standard Cost Changes	\$ 538	0.00	\$ 971	0.00
Salary Adjustment	\$ 15,571	0.00	\$ 15,571	0.00
Total Incremental Changes	\$ 27,389	0.00	\$ 48,618	0.00
2013 - 2014 Proposed Budget	\$ 635,099	4.63	\$ 656,328	4.63

Description of Incremental Budget Changes

Baseline Changes

Citywide Adjustments for Standard Cost Changes - \$26,760

Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and employment costs. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

Retirement Payout Adjustment - (\$15,480)

Remove one-time add from baseline which appropriated funds in 2012 to cover a retirement payout.

Proposed Technical Changes

Final Citywide Adjustments for Standard Cost Changes - \$538

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

Salary Adjustment - \$15,571

In 2012, the Hearing Examiner was reappointed to a new four-year term of office by the Council with an increased salary. To maintain the salary differential between Hearing Examiner and the Deputy Hearing Examiner, the Deputy Hearing Examiner's salary will increase in 2013. This increment of \$15,571, for both positions, is added to the 2013-2014 Proposed Budget.

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Expenditure Overview

Appropriations	Summit Code	2011 Actual	2012 Adopted	2013 Proposed	2014 Proposed
Office of Hearing Examiner Budget Control Level	V1X00	559,513	607,710	635,099	656,328
Department Total		559,513	607,710	635,099	656,328
Department Full-time Equivalents 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 Personnel 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.

Program Expenditures	2011 Actual	2012 Adopted	2013 Proposed	2014 Proposed
Office of Hearing Examiner	559,513	607,710	635,099	656,328
Total	559,513	607,710	635,099	656,328
Full-time Equivalents Total*	4.63	4.63	4.63	4.63

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