

# Office of Hearing Examiner

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<http://www.seattle.gov/examiner/><http://www.seattle.gov/examiner/><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 members of the public 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 Seattle Department of Construction and Inspections. 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.

The Hearing Examiner is appointed by the City Council, and Deputy Hearing Examiners are 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 Seattle Municipal 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

	2022 Actuals	2023 Adopted	2024 Endorsed	2024 Proposed
<b>Department Support</b>				
General Fund Support	1,063,079	1,163,296	1,189,054	1,224,527
<b>Total Operations</b>	<b>1,063,079</b>	<b>1,163,296</b>	<b>1,189,054</b>	<b>1,224,527</b>
<b>Total Appropriations</b>	<b>1,063,079</b>	<b>1,163,296</b>	<b>1,189,054</b>	<b>1,224,527</b>
Full-Time Equivalent Total*	5.00	5.00	5.00	5.00

*\* FTE totals are provided for informational 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 Hearing Examiner

### Incremental Budget Changes

#### Office of Hearing Examiner

	2024 Budget	FTE
<b>Total 2024 Endorsed Budget</b>	<b>1,189,054</b>	<b>5.00</b>
 <b>Baseline</b>		
Citywide Adjustments for Standard Cost Changes	15,473	-
 <b>Proposed Technical</b>		
Hearing Examiner Salary Increase	20,000	-
 <b>Total Incremental Changes</b>	 <b>\$35,473</b>	 <b>-</b>
 <b>Total 2024 Proposed Budget</b>	 <b>\$1,224,527</b>	 <b>5.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### Citywide Adjustments for Standard Cost Changes

Expenditures \$15,473

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare, retirement, and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### Proposed Technical

##### Hearing Examiner Salary Increase

Expenditures \$20,000

This item is a technical adjustment to add budget for an ongoing salary increase approved by the City Council with the Hearing Examiner's reappointment to a 4-year term. The salary increase was effective March 21, 2023.

# Office of Hearing Examiner

## 2023-24 Proposed Mid-Biennial Budget Adjustments - Expenses

Budget Summary Level	Fund	Budget Process Phase Endorsed	Proposed Changes	Grand Total
Office of the Hearing Examiner	00100 - General Fund	1,189,054	35,473	1,224,527
<b>Office of the Hearing Examiner Total</b>		<b>1,189,054</b>	<b>35,473</b>	<b>1,224,527</b>
<b>Grand Total</b>		<b>1,189,054</b>	<b>35,473</b>	<b>1,224,527</b>