

ORDINANCE NO. 2388

1
2 AN ORDINANCE appropriating \$99,486 to the
3 CETA Title VI fund from additional monies
4 made available from the United States
5 Department of Labor through the King-
6 Snohomish Manpower Consortium and amending
7 Ordinance 2230, Section 87, as amended.

8 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

9 SECTION 1. An appropriation of \$99,486 is hereby approved
10 and adopted to the CETA Title VI fund from a grant, for the
11 period January 1, 1975 through December 31, 1975.

12 SECTION 2. Ordinance 2230, Section 87, as amended, is hereby
13 amended to read as follows:

14 From CETA Title VI fund there is hereby appropriated:

15 ((~~\$1,862,898~~)) \$1,962,384

16 PROVIDED THAT:

17 All provisos adopted by the Council in Ordinance 2230, as
18 amended, shall be fulfilled.

19 SECTION 3. Of the appropriation \$45,967 is to be allocated
20 to the Division of Youth Affairs, as detailed in Attachment No. 1.

21 PROVIDED THAT:

22 1. The Division of Youth Affairs recognize that this activi-
23 ty is funded on a one-time basis.

24 2. The evaluation of the 1975 summer program, proposed by
25 staff, shall clearly identify the impact of additional super-
26 visory positions on the program's performance.

27 SECTION 4. Of the appropriation \$24,458 is to be allocated
28 to the Solid Waste Division of Public Works, as detailed in
29 Attachment No. 2.

30 PROVIDED THAT:

31 The Solid Waste Division will report to the Public Facilities
32 and Utilities Committee, no later than September 30, 1975, the
33 results of the study.

1 SECTION 5. Of the appropriation, \$8,058 is to be allocated
2 to the County Executive Office, as detailed in Attachment No. 3.
3 PROVIDED THAT:

4 No CETA Title VI funds will be expended to pay salary costs
5 of the applicable position in excess of the rate of \$833 per
6 month.

7 SECTION 6. Of the appropriation, \$21,006 is to be allocated
8 to the Parks Division of Community Development as detailed in
9 Attachment No. 4.

10 PROVIDED THAT:

11 No allocated funds shall be expended to fund the positions
12 of supervisors, Neighborhood Youth Corp Program

13 Of the total \$6,641 shall be used for staff to keep open the
14 Outdoor Pool and restrooms at the Enumclaw Park.

15 INTRODUCED AND READ for the first time this 19th day of
16 May, 1975.

17 PASSED this 2nd day of June, 1975.

18 KING COUNTY COUNCIL
19 KING COUNTY, WASHINGTON

20 Bill Reams
21 Chairman

22 ATTEST:

23 Dorothy M. Cairns
24 Clerk of the Council

25 APPROVED this 4th day of June, 1975.

26 John D. Sellman
27 King County Executive
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ATTACHMENT #1

Division of Youth Affairs Work Crew Supervisors will supervise Neighborhood Youth Corps personnel participating in the In-School Summer Youth Work Training Program.

Work Crew Supervisors will:

- Be responsible for providing direction and supervision to a mobile work crew of youth on various community service projects using hand tools.
- Assist in developing work experience sites and placement of low income youth.
- Be responsible to the Youth Work Training Program staff for compliance with regulations for program operation and required record keeping, i.e. tool inventory.
- Work with community agencies where enrollees are working to achieve a positive employment experience for youth and agencies involved.
- Take direction and work independently in accomplishing program goals.

Funding will be by extra help allocation.

Twenty-five (25) Supervisors at \$625/month for 2.5 months (June 12 - August 29)	\$39,062
Industrial Insurance	151
FICA	2,285
	<hr/>
	\$41,498

Payroll Clerks will be working as Clerical Staff for the Summer Work Training Program.

The Clerks will:

- Keep files for individual youth employed.
- Fill in forms to input youth information in payroll.
- Check timesheets for accuracy and record work hours.
- Distribute checks to proper districts.
- Make monthly characteristic reports of activities of district assigned.
- Be directly responsible for district assigned.

Attachment I




Funding will be extra help allocation.

Two (2) Payroll Clerks at \$525/month for 4 months	\$4,200
Industrial Insurance	20
FICA	246
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	\$4,466

Total allocation to Division of Youth Affairs	\$ 4,466
	<hr/>
	41,498
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	\$45,964

Attachment I



KING COUNTY DIVISION OF YOUTH AFFAIRS

MEMORANDUM

DATE: May 21, 1975

TO: Dennis English, Legislative Aide
King County Council Administrator

FROM: Mike Keuss, ^{Mike} Program Coordinator
King County Youth Work Training Program

SUBJECT: 1974 & 1975 Summer Staff Comparisons

The following chart shows the comparative staffing and CETA request for utilization of Work Crew Supervisors during the Summer Youth Program:

School District	1974 staff	Staff	1975 CETA
Auburn			4
Bellevue	1	1	
Enumclaw			
Federal Way	7	4	3
Highline	8	6	4
Issaquah			
Kent	2	2	3
Lake Washington	1	1	1
Lower Snoqualmie			
Mercer Island			
Northshore	1		2
Renton	3	2	2
Shoreline		1	5
Snoqualmie Valley			
South Central			
Tahoma	4	2	1
Vashon			
Totals	27	19	25

The summer work projects, detailed in accompanying memo dated May 8, is geared to a ratio of one supervisor per 10-12 enrollees. The granting of CETA personnel will enable special projects to be accomplished, i.e. YMCA day care project and federal HEW experimental farm project coordinated with Intermediate School District No. 110 along the Green River outside Auburn.

Please contact me if further information is necessary at this time.

cc/George Guttman

ATTACHMENT I

JD

KING COUNTY DIVISION OF YOUTH AFFAIRS

MEMORANDUM

DATE: May 8, 1975

TO: Mike Gordon, Planning & Evaluation Coordinator
King County Federal Public Employment Program

FROM: Mike Keuss, ^{Mike} School Program Coordinator
King County Youth Work Training Program

SUBJECT: Request for Summer Youth Program CETA Positions

Per your request this morning, we have estimated the need for hiring twenty-five (25) Work Crew Supervisors in CETA positions with our Summer Youth Work Training Program from June 16 through August 29. I have attempted to provide as much job description and work location detail as possible at this time. Some expected projects are still in the final planning stages. However, with minimal shifting between school districts in the same geographical areas (north, east, or south King County), we are certain that 25 supervisor positions @ \$625.00 per month can be utilized.

Our staff is prepared to begin screening/interviewing immediately with prior appointments. Appointment calls should be directed to the Division of Youth Affairs, 344-2520, in care of the Work Training Program.

The latest available breakdown of job descriptions and work locations follows by school district:

Lake Washington

One (1) work supervisor to help with program enrollees working on City of Redmond park department maintenance projects.

Northshore

One (1) work supervisor to help with program enrollees working on City of Bothell park department maintenance projects.

One (1) work supervisor to aid enrollees working on a survey research project for the Northshore School District.

Shoreline

One (1) work supervisor to work with enrollees on a maintenance and beautification project at Fircrest School.

One (1) work supervisor to work with enrollees as a YMCA day care counselor aide.

ATTACHMENT I

AS

Mike Gordon
May 8, 1975
Page 2

One (1) work supervisor to help with enrollees on a maintenance project at Ballinger Homes.

One (1) work supervisor to help with the county park department maintenance crew at Hamlin Park.

One (1) work supervisor to help enrollees as a community research aide with the Shoreline School District.

Kent

Two (2) work supervisors to coordinate youth work projects with the City of Kent park department clearing brush and developing trails.

One (1) work supervisor to help coordinate youth maintenance projects with the King County Division of Hydraulics along South King County lakes and streams.

Auburn

One (1) work supervisor to coordinate youth work projects on the Muckleshoot Indian Reservation.

Three (3) work supervisors showing interest in environmental issues pertaining to land use to work with enrollees on an experimental farm project along the Green River.

Tahoma

One (1) work supervisor to work with enrollees on Tahoma School District maintenance projects, i.e. clearing land to build a football field.

Federal Way

Three (3) work supervisors to work with mobile crews of enrollees using school district buses for maintenance projects throughout the school district.

Highline

Four (4) work supervisors to coordinate maintenance projects with mobile crews at school district and county park department worksites.

Renton

Two (2) work supervisors to coordinate enrollee field projects, i.e. maintenance work crew with the school district and maintenance crew with the City of Renton park department.

cc/George Guttman
Jamie Johnson
In School Area Coordinators

ATTACHMENT I AB

ATTACHMENT #2

Solid Waste Division of Public Works

Statistical Assistants will conduct a data gathering analysis program which is part of the formal development of a scale conversion/rate structure for Solid Waste Division users. The Statistical Assistants will be involved in data collection at each of the facilities. The following data is the subject of the study:

- a) location or source of generation of the waste,
- b) type of customer,
- c) type of waste being deposited at the facility,
- d) time of use of the facility,
- e) weight of the waste deposited.

The analyses of this data will result in a customer usage report to provide a basis for grant applications, rate setting, development of resource recovery programs and facility location.

Funding will be by extra help account

12 Statistical Assistants at \$4.75/hour for 2 months:	\$17,271
2 Statistical Assistants for 4 months	5,757
Salary Costs	23,028
Ind. Ins.	80
FICA	<u>1,350</u>
TOTAL	\$24,458

Attachment 2

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Attachment 2

ATTACHMENT #3

County Executive Office

An Administrative Assistant I in the County Executive Office will be performing general staff duties for the Executive Officer. Among the duties of this position are to:

- Gather information, prepare reports and make recommendations.
- Receive requests and complaints from the public concerning administrative actions of the various departments, channel the requests to appropriate departments, follow through on the corrective actions and see that replies to inquiries are made.
- Review memoranda, reports and similar material for the purpose of summarizing and making recommendations concerning them.
- As directed, perform organizational and procedural analyses of the County departments.
- Initiate research and special studies in needed areas and prepares reports with recommendations for corrective action.
- Attend committee, staff and County Council meetings and conferences.

Funding required for this position:

1 Administrative Assistant I for 7 months at	
\$972/month	\$6804
Benefits (18%)	1254
	<u>\$8058</u>

Attachment III

ATTACHMENT #4

Parks Division of Community &
Environmental Development

Eight lifeguards in the Parks Division to work at the beaches open during the summer. These lifeguard positions would enable the Parks Division to operate the beaches, as this is the only means available to provide the necessary lifeguards.

8 lifeguards at \$2.85/hour for 3 months:	\$10,330
Ind. Ins.	58
FICA	<u>605</u>
	\$10,993

Personnel at Pete's Pool in addition to above \$ 6,641

Two Arts and Crafts Helpers will work in summer recreation programs assisting with arts and crafts activities.

2 Arts and Crafts helpers at \$3.50/hour for 3 months	\$ 3,171
Ind. Ins.	15
FICA	<u>186</u>
	\$ 3,372

Total Parks Division allocation:	\$10,993
	6,641
	<u>3,372</u>
	\$21,006