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CITY OF SEATTLE
ORDINANCE _____
COUNCIL BILL 117596

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4 AN ORDINANCE relating to certain appointments; directing the City Clerk to establish and
5 manage a registry of appointments to certain City positions and constituent committees;
6 directing the Clerk to monitor and make public the status of all such appointments; and
7 directing the Clerk to notify the Mayor and Council of pending and actual expirations of
8 such appointments.

9 WHEREAS, thirty regular City employee and contractor positions, including but not limited to
10 Department Directors, are individually filled by direct appointment by the Mayor or City
11 Council, and many positions on City boards, commissions, advisory councils, public
12 development authorities, review panels, oversight committees and other constituent
13 committees are also filled by appointment; and

14 WHEREAS, occasionally such positions become vacant and are not filled in a timely way, and
15 these vacancies reduce the ability of the agencies or committees of which these positions
16 are part to accomplish their work; and

17 WHEREAS, occasionally the occupants of such positions continue to occupy the position well
18 beyond the expiration of their appointed terms, and these continuations are inconsistent
19 with the policy purposes inherent in the length of the appointed term; and

20 WHEREAS, the Council intends that such positions be consistently filled in an appropriate
21 manner;

22 NOW, THEREFORE,

23 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

24 Section 1. The City Clerk shall create and maintain a registry of appointments to the City
25 positions and boards, commissions, advisory councils, public development authorities, review
26 panels, oversight committees and other constituent committees listed in Attachments A and B.

27 This registry shall include the title of the position, the manner of appointment to the position, the
28 length of the term of appointment, the name and date of appointment of the current occupant, the
date on which the current occupant's term expires, the date at which the position became vacant
if it is vacant, the name of any acting rather than appointed occupant of the position, the date at



1 which such acting occupant began occupying the position, and any other information the Clerk
2 finds useful and relevant to the purposes of this ordinance. The Clerk may add or remove
3 appointments to the registry as she deems useful and relevant to the purposes of this ordinance.
4 The Clerk shall make the registry available to the public by monthly posting to the Office of the
5 City Clerk Website.

6 Section 2. For the positions in the registry listed in Attachment A, the City Clerk shall
7 notify the appointing authority and appointed occupant of each position of the pending expiration
8 of the occupant's term four months before the expiration, and again one month before the
9 expiration. Upon the expiration of the term of the appointed occupant or vacancy in the position,
10 the Clerk shall notify the Mayor, Council President and appointed occupant of the expiration or
11 vacancy and of the status of any proposed reappointment or new appointment to the position.
12 The notice of actual expiration shall be available to the public and included in the version of the
13 registry published monthly on the City Clerk Website.

14 Section 3. For the positions in the registry listed in Attachment A, every three months
15 subsequent to the expiration of the term of an appointed occupant or to vacancy in a position, the
16 City Clerk shall notify the Mayor and Council President of the status of the position and of the
17 status of any proposed reappointment or new appointment to the position. This notice shall be
18 available to the public and included in the version of the registry published monthly on the City
19 Clerk Website.



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Section 4. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the ____ day of _____, 2012, and signed by me in open session in authentication of its passage this ____ day of _____, 2012.

President _____ of the City Council

Approved by me this ____ day of _____, 2012.

Michael McGinn, Mayor

Filed by me this ____ day of _____, 2012.

Monica Martinez Simmons, City Clerk

(Seal)

Attachments:

Attachment A: City positions to be included in Clerk's appointment registry

Attachment B: Boards, commissions, advisory councils, public development authorities, review panels, oversight committees and other constituent committees to be included in Clerk's appointment registry



Attachment A

City positions to be included in Clerk's appointment registry:

Director of Finance
Superintendent of Parks & Recreation
Personnel Director
Chief of Police
Fire Chief
City Auditor
City Clerk
Director of Planning & Development
Superintendent of City Light
Director of Transportation
City Budget Director
Director of Human Services
Chief Technology Officer
Director of Seattle Public Utilities
Director of Department of Neighborhoods
Director of Finance & Administrative Services
Director of Seattle Center
Director of Office of Professional Accountability (Police Department)
Office of Professional Accountability Auditor
Director of Office of Intergovernmental Relations
Director of Office of Immigrant & Refugee Affairs
Director of Office of Economic Development
Director of Office of Housing
Director of Office of Arts & Cultural Affairs
Director of Office for Civil Rights
Director of Office of Sustainability & Environment
Director of Public Health – Seattle & King County
Hearing Examiner
Municipal Court Administrator
Executive Director of Ethics & Elections
Civilian Observer and Civilian Observer Alternate members of the Firearms Review Board



Attachment B

Boards, commissions, advisory councils, public development authorities, review panels, oversight committees and other constituent committees to be included in Clerk's appointment registry:

Mayor's Council of African American Elders
Seattle-King County Advisory Council for Aging & Disability Services
Aquatic Habitat Matching Grant Review Board
Arts Commission
Ballard Avenue Landmark District Board
Benaroya Hall Music Center Board
Bicycle Advisory Board
Citizens' Telecommunications and Technology Advisory Board
City Light Review Panel
Civil Service Commission
Construction Codes Advisory Board
Design Commission
Design Review Board
Disabilities, Seattle Commission for People with
Economic Development Commission
Ethics and Elections Commission
Fire Code Advisory Board
Freight Advisory Board
Seattle Housing Authority Board
Human Rights Commission
Immigrant and Refugee Commission, Seattle
Industrial Development Corporation Board of Directors
International District Special Review Board
Joint Advisory Apprenticeship Committee
Landmarks Preservation Board
LGBT (Lesbian, Gay, Bisexual, Transgender) Commission, Seattle
Library Board of Trustees
Marijuana Policy Review Panel
Office of Professional Accountability Review Board
Park Commissioners, Board of
Pedestrian Advisory Board
Pike Place Market Historical Commission
Pioneer Square Preservation Board
Planning Commission
Public Safety Civil Service Commission
Seattle Center Advisory Commission
Sister Cities Coordinating Council
Skagit Environmental Endowment Commission



Peter Harris
LEG appointment registry ORD Attachments A and B
September 5, 2012
Version #1a

Taxicab Advisory Commission, Seattle-King County
Women's Commission, Seattle
Woodland Park Zoological Society
Bridging the Gap (transportation) Oversight Committee
Families & Education Levy Oversight Committee
Fire Facilities Oversight Committee
Housing Levy Oversight Committee
Parks and Green Spaces (Pro Parks) Levy Oversight Committee
Pike Place Market Public Development Authority (PDA) Asset Management Committee
(formerly Capital Renovation Committee)
Burke Gilman Place PDA
Capitol Hill Housing Improvement Program
Historic Seattle PDA
Museum Development Authority
Pacific Hospital PDA
Pike Place Market PDA
Seattle Chinatown / International District PDA
Seattle Indian Services Commission



FISCAL NOTE FOR NON-CAPITAL PROJECTS

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Legislative	Peter Harris / 684-8368	n.a.

Legislation Title:

AN ORDINANCE relating to certain appointments; directing the City Clerk to establish and manage a registry of appointments to certain City positions and constituent committees; directing the Clerk to monitor and make public the status of all such appointments; and directing the Clerk to notify the Mayor and Council of pending and actual expirations of such appointments.

Summary of the Legislation:

This ordinance would direct the Clerk to create a registry of appointments to regular City positions or contract positions filled directly by the appointment of the Mayor or Council and of appointments to boards, commissions and other citizen committees filled by appointment, and to notify the Mayor and Council when these positions become vacant or the terms of appointment have expired. The purpose is to help ensure that these positions are filled in an appropriate and timely way, consistent with the policy purposes in the appointment requirements and terms.

Background:

Occasionally such positions are occupied for substantial time by appointees whose terms have expired or by persons acting in lieu of appointment and confirmation.

Please check one of the following:

This legislation does not have any financial implications.

This legislation has financial implications.

This ordinance would not make any appropriations or create any positions, and would not lead to new revenue. It would require the Clerk to create and monitor a database for the registry and make the required notices. The Clerk estimates the initial implementation would cost \$30,900 and ongoing operations would cost \$68,900 annually. The Legislative Department, of which the Clerk's Office is part, would either have to find these resources within its existing budget or have a budget increase.