

**City of Seattle**  
**Office of the City Clerk**

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**Legislative Overview**  
**Western Center for Metropolitan Extension & Research**  
**February 19, 2015**

1. First Class Charter City: Seattle operates under a Mayor-Council form of government
  - City Charter – establishes municipal corporation; defines City powers and duties
  - Mayor serves as Chief Executive Officer charged with the enforcement of City and state law and City contracts, directs and controls all subordinate officers of the City unless otherwise provided by Charter
  - Council approves the City's budget, develops laws and policies that promote the health and safety of Seattle's residents, including issues related to the City's police, fire, parks, libraries, and electric, water, solid waste, and drainage utilities; may offer its collective policy statements on matters in the form of resolutions; authorizes public improvements and expenditures
  
2. City Council - 9 at-large Council positions
  - Council Rules and Procedures – govern operation of Council
  - Council President: coordinates work of the Council; serves as Presiding Officer at Full Council and Council Briefings; assumes Mayoral duties in absence of Mayor
  - Council Committee Assignments and Chairs – at least 3 members
  - External Committees – convened by another governing body with participation by members of multiple jurisdictions (Council Resolution 31498)
  
3. External Committees -
  - King County (8)
  - Regional Committees (14)
  - State Committees (1)
  - City of Seattle Committees (12)
  
4. Voter initiated Council Districts – 2015 election year
  - 7 District Councilmembers – 2 at-large Councilmembers
  - Voters will vote for 3 v. 9 councilmembers this year
  - District council positions - 4-year term; at-large positions– 2-year term
  
5. City Clerk /Administrative Head Legislative Department
  - Manages Legislative Process, Information Services, Seattle Archives & Records Management, Boards & Commissions Registry, Access & Transparency
  - Legislative Operations: IT, HR, PDR, Continuity of Government/Emergency Preparedness
  - Ex Officio Election Administrator –Filing officer for citizen initiatives, referenda, charter amendments
    - Charter authorizes voters to propose legislation through initiative process

6. Websites at Seattle.gov

- City Clerk - City Council

7. Comprehensive Legislative Resources

- Be Informed. Be Involved. Legislative Process Guide
- New Legistar Legislation Center
  - Agendas, supporting material, exhibits, minutes
- How a Bill Becomes a Law
- Legislation workflow
- Legislative Glossary – Council Bill, Ordinance, Resolution, Proclamation

8. Boards and Commissions

- Registry - City Clerk
- Interest – Seattle.gov

9. Q&A