

**CITY OF SEATTLE**  
**ORDINANCE** 126807  
COUNCIL BILL 120552

AN ORDINANCE relating to civil service commissions; clarifying election procedures for the employee-elected members of the Civil Service Commission and Public Safety Civil Service Commission; and amending Sections 4.04.250 and 4.08.040 of the Seattle Municipal Code.

WHEREAS, the next regular elections for the employee-elected members of the Civil Service Commission and Public Safety Civil Service Commission will be held in November 2023; and

WHEREAS, Civil Service Commission and Public Safety Civil Service Commission employee elections are administered by the City Clerk pursuant to Seattle Municipal Code subsections 4.04.250.D and 4.08.040.D; and

WHEREAS, the Office of the City Clerk is preparing to revise and update its Rules for conducting the elections for the employee-elected members of the Civil Service Commission and Public Safety Civil Service Commission; and

WHEREAS, in the course of recent employee elections, questions have arisen that are beyond the scope of the Rules; NOW, THEREFORE,

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

Section 1. Section 4.04.250 of the Seattle Municipal Code, last amended by Ordinance 126206, is amended as follows:

**4.04.250 Civil Service Commission**

\* \* \*

B. Eligibility of Commissioners. In order that the independence of the Commissioners be assured, no person shall serve as Commissioner who is also a member of the Mayor's office, the

1 City Council staff, the Civil Service Commission staff, an elected official, a head of a City  
2 department, or ~~((an))~~ a Civil Service-exempt City employee.

3 C. Election for Employee's Commissioner. All ~~((City employees who are regular or  
4 probationary employees of the City, except members of the Public Safety Personnel System, are  
5 eligible to vote for the employee-selected Commissioner. Elected, exempt, and temporary  
6 employees may not vote in that election.))~~ regular and probationary employees who are members  
7 of the Civil Service system are eligible to vote for an employee-elected Civil Service  
8 Commissioner.

9 D. Commissioner's election and administration. Election of the employee-selected  
10 ~~((commissioner to))~~ member of the Commission shall be administered by the City Clerk as  
11 determined by City Clerk rule. Election shall be held during the week beginning on the first  
12 Monday in November 2020 and every third year thereafter.

13 \* \* \*

14 F. Voting~~((:))~~

15 1. The candidate receiving the majority of votes cast shall win the election.

16 2. If no candidate receives a majority of the votes cast, the two candidates  
17 receiving the highest and next highest number of votes cast shall be candidates in a runoff  
18 election ~~((held at a date and time to be determined by the City Clerk. The runoff election be  
19 scheduled so that completion of balloting and certification))~~ . The City Clerk shall establish  
20 procedures for runoff elections by rule, provided that certification of runoff election results shall  
21 occur ~~((before))~~ no later than 5 p.m. on the last business day of December of the election year.

22 ~~((Notice and voting shall be the same as for regular Commissioner's election.))~~

1                   3. The City Clerk shall establish by rule a threshold for the difference in votes  
2 received by the top two candidates that would require a recount of the votes.

3   \* \* \*

4                   Section 2. Section 4.08.040 of the Seattle Municipal Code, last amended by Ordinance  
5 126206, is amended as follows:

6 **4.08.040 Public Safety Civil Service Commission**

7   \* \* \*

8                   C. All regular and probationary employees who are members of ~~((this system))~~ the Public  
9 Safety Civil Service System are eligible to vote for an employee-selected Public Safety Civil  
10 Service Commissioner.

11                   D. Elections shall be administered by the City Clerk as determined by City Clerk rule.  
12 Elections shall be held during the week beginning on the first Monday in November 2020 and  
13 every third year thereafter.

14   \* \* \*

15                   F.


16                   1. The candidate receiving the majority of votes cast shall win the election.

17                   2. If no candidate receives a majority of the votes cast, the two candidates  
18 receiving the highest and next highest number of votes shall be candidates in a runoff election  
19 ~~((at a date and time to be determined by the City Clerk. The runoff election be scheduled so that~~  
20 ~~completion of balloting and certification)) The City Clerk shall establish by Rule procedures for  
21 runoff elections. Certification of runoff election results shall occur ~~((before))~~ no later than 5 P.M.  
22 on the last business day of December of the election year. ~~((Notice and balloting shall be the~~  
23 ~~same as for a regular Commissioner’s election.))~~~~



1 Section 3. This ordinance shall take effect and be in force 30 days after its approval by  
2 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it  
3 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

4 Passed by the City Council the 2nd day of May, 2023,  
5 and signed by me in open session in authentication of its passage this 2nd day of  
6 May, 2023.

7 

8 President Pro Tem of the City Council

9  Approved /  returned unsigned /  vetoed this 9th day of May, 2023.

10 

11 Bruce A. Harrell, Mayor

12 Filed by me this 9th day of May, 2023.

13 

14 Anne Frantilla, Interim City Clerk

15 (Seal)