

CITY OF SEATTLE

RESOLUTION 31778

A RESOLUTION relating to the 20-day procedural process pursuant to City Charter Article XIX for filling the vacancy in Council Position 8 until certification of the November 2017 election results for Position 8.

WHEREAS, the Seattle City Council elected Councilmember Tim Burgess (Position 8, Citywide) as the 55th Mayor of Seattle on September 18, 2017; and

WHEREAS, Council Position 8 became vacant when Councilmember Burgess took the oath to become Mayor on September 18, 2017; and

WHEREAS, the City Charter provides the City Council 20 calendar days to fill a vacant Council Position which in this case is from Monday, September 18, to Sunday, October 8, 2017; and

WHEREAS, if the Council does not fill the vacant position by the end of that 20-day period, the Council must meet and ballot at least once every business day thereafter until the vacancy is filled (Charter Article XIX, Section 6); and

WHEREAS, in the true spirit of democracy, the 20-day process proposed should allow for an open, transparent appointment process with public input; and

WHEREAS, candidates for appointment should demonstrate an understanding of Seattle City government operations, budgeting, and legislative process; demonstrate knowledge of the public policy issues associated with potential Committee assignments; demonstrate a commitment to social justice and the ability to communicate and collaborate effectively across cultures and with diverse populations; and a desire to serve the people of Seattle as a public official; NOW, THEREFORE,

1 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE THAT:**

2 Section 1. After consulting with Councilmembers, the City Attorney's office, the City
3 Clerk, and the Central Staff director, the Council will endeavor to follow the process described in
4 Attachment A to this resolution to fill the vacancy in Council Position 8 pursuant to City Charter
5 Article XIX, Section 6, until certification of the November 2017 election results for Position 8.

1 Adopted by the City Council the 25th day of September, 2017, and signed by me in open
2 session in authentication of its adoption this 25th day of September, 2017.

3 _____
4 President _____ of the City Council

5 Filed by me this _____ day of _____, 2017.

6 _____
7 Monica Martinez Simmons, City Clerk

8 (Seal)

9 Attachments:
10 Attachment A - Council Vacancy Process

1. Application Period: Opens Monday, September 25, 2017; closes Sunday, October 1, 2017 at 5:00 p.m.

Applicants must submit a resume, a cover letter, and a completed financial interest statement form to the City Clerk by 5:00 p.m. on October 1. Up to three references (optional) may also be submitted, along with a signed reference authorization form. The [City Charter](#) requires applicants to be a citizen of the United States and a registered voter of the City of Seattle.

Candidates for appointment should demonstrate an understanding of Seattle government operations, budgeting, and legislative processes; demonstrate knowledge of the public policy issues associated with potential Committee assignments; demonstrate a commitment to social justice and the ability to communicate and collaborate effectively across cultures and with diverse populations; and desire to serve the people of Seattle as a public official.

Submissions can be made in the following manner(s) and must be received by 5:00 p.m. on October 1:

- By email: CouncilAppointmentApplications@seattle.gov
- In person during regular business hours: Seattle City Hall, Office of the City Clerk, 3rd Floor (600 Fourth Ave)
- By mail: Office of the City Clerk PO Box 94728 Seattle, WA 98124-4728
- By fax: 206-386-9025
- All documents received are subject to the Washington Public Records Act, Chapter 42.56 RCW, and may be disclosed to a member of the public upon request.

2. City Clerk Transmission of Applicants List: Monday, October 2 at Council Briefing.

- The City Clerk will provide Councilmembers with the names of all candidates who submitted application materials by the October 1 deadline.

3. City Clerk Transmission of Applications to Councilmembers: Tuesday, October 3.

- The City Clerk will provide to each Councilmember a notebook that includes all applications received by the October 1 at 5:00 p.m. deadline.
- The City Clerk will post all applications on the Council and City Clerk's websites, giving the public an opportunity to review the applications and submit comments to council@seattle.gov.

4. Community Forum: October 3, 5:30 p.m. or TBD, in Bertha Knight Landes Room at City Hall (format to be determined).

- This process may be facilitated by interested Councilmembers and is intended to be led by community groups. The purpose is to allow community members to meet and ask questions of the applicants. Council expects applicants to attend at least one of the forums.

5. Special Full Council Meeting: October 4, 5:00 p.m., in Council Chambers at City Hall

- Applicants for the vacant Council seat may address the Council and the public followed by a public comment period for community members.

6. Councilmember conferences, optional: Week of October 2 to October 5.

- Each Councilmember may meet and confer with any and all candidates of their choice in order to make an informed decision within the 20-day deadline.

Att A - Council Vacancy Process

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- 7. City Council Executive Session to Discuss Qualifications: Thursday, October 5, 9:30 a.m.**
 - As permitted by the Open Public Meetings Act, the Council will meet in executive session to discuss the qualifications of candidates. No decisions will be made in executive session.

- 8. City Council Appointment: Friday, October 6, 2:00 p.m., Special Full Council Meeting**
 - The Council will vote to fill the vacancy at the Special Full Council meeting.