

MOTION NO. 2641

A MOTION establishing the Office of Administrator-Clerk of the Council and providing for scope of authority.

BE IT MOVED BY THE COUNCIL OF KING COUNTY:

SECTION 1. There is hereby established an Office of Administrator-Clerk of the Council. The Administrator-Clerk shall be appointed by a majority vote of the King County Council and shall report directly to the Chairman of the King County Council.

SECTION 2. The Council Administrator shall be the Clerk of the Council and may appoint deputy clerks as deemed necessary, subject to confirmation of the Council.

SECTION 3. The Administrator-Clerk of the Council shall be responsible for the operation of the legislative branch of government. All legislative branch personnel, except immediate staff of Council members, shall report to the Administrator-Clerk of the Council.

SECTION 4. The Office of the Administrator-Clerk of the Council shall provide legislative support for the King County Council and shall be responsible for the uniformity and efficient flow of all King County legislation, including but not limited to maintenance of Council records, receiving claims and summons, all the usual and customary functions required by general law, and any duties assigned by Council Motion or Ordinance.

SECTION 5. The Administrator-Clerk of the Council or his deputy shall administer oaths and subpoena witnesses, documents and other evidence related to proposed ordinances which are being considered by the King County Council upon request and direction by the Chairman of the King County Council in accordance with King County Charter 220.20.

1            SECTION 6.    The Administrator-Clerk of the Council, with  
2 consultation of the Council Chairman, and subject to any procedures  
3 or conditions hereafter imposed by the Proposed personnel Ordinance  
4 No. 76-287, may employ and/or discharge staff assistants and  
5 clerical personnel or use consultants as may be deemed necessary  
6 for the conduct of the office. Any new position not provided for  
7 in the annual budget shall be approved by a majority of the County  
8 Council.

9            PASSED this 16<sup>th</sup> day of August, 1976.

10            KING COUNTY COUNCIL  
11            KING COUNTY, WASHINGTON

12            James Mooney  
13            Chairman

14            ATTEST:

15  
16            Dorothy M. Ravens  
17            Clerk of the Council