

SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington

NOTICE OF ENACTMENT

NOTICE IS HEREBY GIVEN, that on May 4, 2022, the Snohomish County Council approved Ordinance 22-017, which shall be effective on May 19, 2022.

ORDINANCE NO. 22-017

AMENDING THE SNOHOMISH COUNTY COUNCIL CHIEF OF STAFF SCOPE OF DUTIES IN  
SCC 2.48.090

Section 1. Snohomish County Code Section 2.48.090, last amended by Amended Ordinance 02-047 on October 16, 2002, is amended to read:

(1) The council shall designate and appoint such persons as it deems appropriate to be the chief of staff, clerk of the council, assistant clerk or clerks, and such additional employees as are necessary to assist the council in the performance of its functions as provided in the charter and ordinances passed by the council.

(2) The chief of staff shall coordinate work and the providing of information among council members, coordinate action and the providing of information between the county executive and the council, work with the chairperson and clerk of the council on the calendar and agendas, supervise and act as the employing official for the clerk of the council and staff and perform such other duties as are delegated by the council through the chairperson. In exercising responsibilities as the employing official, the chief of staff shall consult with the council before finalizing any offer or termination of employment. The chief of staff shall serve at the pleasure of a majority of the council, and shall be exempt from the county personnel system as provided in SCC 3.68.010(9) and 3A.01.020.

(3) The clerk of the council shall be its clerk, attend meetings and hearings of the council as directed by the chief of staff, cause minutes of meetings and hearings of the council to be kept as required by law, coordinate meetings and hearings of the council or its members with other county officials, supervise routine management of council affairs subject to the supervision of the chief of staff, and perform such other duties as are delegated by the chief of staff.

(4) The assistant clerk shall carry out the duties of the clerk of the council in the clerk's absence, and perform such duties as are delegated by the clerk of the council.

**Copies of the Ordinance:** For copies of the ordinance, call 425-388-3494, 1-800-562-4367 x3494, TDD 1-800-877-8339; or e-mail [Contact.Council@snoco.org](mailto:Contact.Council@snoco.org). The ordinance is also available on the Council's website at <https://snohomish.legistar.com/Default.aspx> (File #2022-0372).

Dated this 11<sup>th</sup> day of May, 2022.



Asst. Clerk of the Council

Publish: May 18, 2022

SUBMIT AFFIDAVIT TO: Council  
SUBMIT INVOICE TO: Council 104482