



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 19344

Proposed No. 2021-0208.2

Sponsors Balducci

1 AN ORDINANCE authorizing the vacation of a portion of
 2 SE 28th Street/Hemlock Street, Fall City, file no. V-2712;
 3 Petitioners: Stephen and Megan Botulinski; John and
 4 Cynthia Conlon; Jill and Kyle Thompson; Alfred Valvano
 5 and Traci Shallbetter; Rex E. Currier; Adam and Jessi
 6 Buttermore; and Tom and Sharon Bilbro.

7 **STATEMENT OF FACTS:**

- 8 1. A petition was filed requesting vacation of a portion of SE 28th
 9 Street/Hemlock Street, Fall City, described below.
- 10 2. The department of local services notified utility companies serving the area
 11 and King County departments of the proposed vacation and has been advised that
 12 no utility requires an easement over the vacation area. The vacation shall not
 13 extinguish the rights of any utility company to any existing easements for
 14 facilities or equipment within the vacation area.
- 15 3. The department of local services' records indicate that this segment of
 16 right of way is unopened and unmaintained.
- 17 4. The department of local services considers the subject portion of right
 18 of way useless as part of the county road system and believes the public
 19 would benefit by the return of this segment of right of way to the public
 20 tax rolls and recommends approval of the vacation.

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21 5. Due notice was given in the manner provided by law. The office of the
22 hearing examiner held the public hearing on July 29, 2021.

23 6. As detailed in an August 20, 2021, recommendation, the examiner
24 found that the road segment subject to this petition not useful as part of the
25 King County road system, concluded that the vacation of this segment of
26 road will benefit the public through the transfer of responsibility for
27 management and return of the property to the public tax roll, and
28 recommended requiring, as a condition of vacation, \$2,758 in
29 compensation from Petitioners Stephen and Megan Botulinski, \$799 in
30 compensation from Petitioners Alfred Valvano and Traci Shallbetter,
31 \$1,779 in compensation from Petitioners Adam and Jessi Buttermore,
32 \$1,779 in compensation from Petitioners Tom and Sharon Bilbro, and no
33 compensation from Petitioners John and Cynthia Conlon, Jill and Kyle
34 Thompson, and Rex E. Currier.

35 8. For the reasons stated in the examiner's August 20, 2021, report and
36 recommendation, the council determines that it is in the best interest of the
37 citizens of King County to grant said petition and vacate the right of way.

38 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

39 SECTION 1. The council, on the effective date of this ordinance, hereby vacates
40 and abandons a portion of SE 28th Street/Hemlock Street right of way as dedicated to
41 King County by the recording of the Plat of Fall City Orchard Tracts, recorded in Volume
42 16 of Plats, Page 55, records of King County Washington as described below:

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43 Lying within the Northwest quarter of Section 12, Township 24 North,
44 Range 7 East, Willamette Meridian, in King County, Washington, and
45 being a portion of 60-foot wide Hemlock Street shown on the Plat of Fall
46 City Orchard Tracts, recorded in Volume 16 of Plats, Page 55, King
47 County Records, and being an unconstructed portion of said Hemlock
48 Street, also known as SE 28th Street, lying southerly of Tracts 5 and 6 in
49 Block 2, and northerly of Tracts 2 and 3 in Block 3 of said Fall City
50 Orchard Tracts, and more particularly described as follows:
51 BEGINNING at the southwest corner of said Tract 5; thence, on the
52 northerly line of said Hemlock Street, south 89° 26' 23" east 655.76 feet to
53 the common southerly corner of Tracts 5 and 6; thence continuing on the
54 said northerly line south 89° 26' 23" east, 535.74 feet to an iron rod and
55 cap set to mark a 30.00-foot offset southwesterly from the as-built
56 centerline of asphalt pavement for SE 28th Street as it existed in the year
57 2019, said rebar also lying 119.99 feet, more or less, westerly from the
58 southeast corner of said Tract 6; thence, leaving said northerly line and
59 following said 30.00 foot offset southeasterly on a curve to the left, having
60 a radius of 630 feet, and a delta angle of 3°06' 00", for a distance of 34.09
61 feet to a point of tangency; thence continuing along said 30.00 foot offset
62 on a tangent bearing south 74° 46' 10" east, for a distance of 90.21 feet to
63 an iron rod and cap set to mark said offset and a line connecting the
64 southeast corner of Tract 6 and the northeast corner of said Tract 2, said
65 rebar also lying southerly, 32.35 feet from the southeast corner of Tract 6;

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66 thence south 0 ° 33' 38" west 27.64 feet to an iron rod and cap set to mark
67 the northeast corner of Tract 2; thence, on the southerly line of said
68 Hemlock Street, north 89° 26' 23" west 655.76 feet, more or less, to the
69 common northerly corner of said Tracts 2 and 3; thence continuing on said
70 southerly line north 89° 26' 23" west 655.73 feet, more or less, to the
71 northwest corner of Tract 3; thence north 0 ° 00' 44" east, 60.00 feet to the
72 point of beginning.

73 This description is based on measurements and computations shown on a
74 Record of Survey dated December 2019 and recorded in Volume 417 of
75 Surveys, Page 35, King County Records. All qualifications of title lines
76 are based on Fall City Orchard Tracts and the existing as-built SE 28th
77 Street noted herein. Described area adjoins King County Tax Lots
78 2480700037, 38, and 41 on the north and Tax Lots 2480700070, 72, 80,
79 and 82 on the south. King County Washington.

80 Containing 76,687 square feet, more or less.

81 SECTION 2. For the subject road right-of-way abutting parcels 248070-0072
82 (Conlon), 248070-0070 (Thompson), and 248070-0080 (Currier), there is no
83 compensation requirement or contingencies, and vacation is operative on the effective
84 date of this ordinance.

85 SECTION 3. For the subject road right-of-way abutting parcel 248070-0041
86 (Botulinski), vacation is CONTINGENT on petitioner paying \$2758 to King County
87 within ninety days of the date the council takes final action on this ordinance. If King
88 County does not receive \$2758 by that date, there is no vacation and the associated right-

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89 of-way remains King County's. If payment is timely received, the clerk shall record an
90 ordinance against parcel 248070-0041. Recording an ordinance against parcel 248070-
91 0041 will signify that payment has been received, the contingency is satisfied, and the
92 right-of-way associated with parcel 248070-0041 is vacated.

93 SECTION 4. For the subject road right-of-way abutting parcel 248070-0082
94 (Valvano) vacation is CONTINGENT on petitioner paying \$799 to King County within
95 ninety days of the date the council takes final action on this ordinance. If King County
96 does not receive \$799 by that date, there is no vacation and the associated right-of-way
97 remains King County's. If payment is timely received, the clerk shall record an ordinance
98 against parcel 248070-0082. Recording an ordinance against parcel 248070-0082 will
99 signify that payment has been received, the contingency is satisfied, and the right-of-way
100 associated with parcel 248070-0082 is vacated.

101 SECTION 5. For the subject road right-of-way abutting parcel 248070-0038
102 (Buttermore) vacation is CONTINGENT on petitioner paying \$1779 to King County
103 within ninety days of the date the council takes final action on this ordinance. If King
104 County does not receive \$1779 by that date, there is no vacation and the right-of-way
105 associated remains King County's. If payment is timely received, the clerk shall record
106 an ordinance against parcel 248070-0038. Recording an ordinance against parcel
107 248070-0038 will signify that payment has been received, the contingency is satisfied,
108 and the right-of-way associated with parcel 248070-0038 is vacated.

109 SECTION 6. For the subject road right-of-way abutting parcel 248070-0037
110 (Bilbro) vacation is CONTINGENT on petitioner paying \$1779 to King County within
111 ninety days of the date the council takes final action on this ordinance. If King County

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112 does not receive \$1779 by that date, there is no vacation and the associated right-of-way
113 remains King County's. If payment is timely received, the clerk shall record an ordinance
114 against parcel 248070-0037. Recording an ordinance against parcel 248070-

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- 115 0037 will signify that payment has been received, the contingency is satisfied, and the
- 116 right-of-way associated with parcel 248070-0037 is vacated.

Ordinance 19344 was introduced on 6/8/2021 and passed by the Metropolitan King County Council on 9/28/2021, by the following vote:

Yes: 9 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles, Ms. Lambert, Mr. McDermott, Mr. Upthegrove, Mr. von Reichbauer and Mr. Zahilay

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

DocuSigned by:
Claudia Balducci
7E1C273CE9994B6...

Claudia Balducci, Chair

ATTEST:

DocuSigned by:
Melani Pedroza
8DE1BB975AD3422...

Melani Pedroza, Clerk of the Council

APPROVED this ____ day of 10/13/2021, _____.

DocuSigned by:
Dow Constantine
4FBCAB8196AE4C6...

Dow Constantine, County Executive

Attachments: A. Hearing Examiner Report dated August 20, 2021

Ordinance 19344

August 20, 2021

**OFFICE OF THE HEARING EXAMINER
KING COUNTY, WASHINGTON**

King County Courthouse
516 Third Avenue Room 1200
Seattle, Washington 98104
Telephone (206) 477-0860
hearingexaminer@kingcounty.gov
www.kingcounty.gov/independent/hearing-examiner

REPORT AND RECOMMENDATION

SUBJECT: Department of Transportation file no. **V-2712**
Proposed ordinance no. **2021-0208**
Adjacent parcel no(s). **2480700037, 2480700038, 2480700041, 2480700070,**
2480700072, 2480700080, 2480700082

STEPHEN AND MEGAN BOTULINSKI AND ET AL.
Road Vacation Petition

Location: A portion of SE 28th Street/Hemlock Street, Fall City

Applicants: **Stephen and Megan Botulinski**
35875 SE 27th Place
Fall City, WA 98024
Telephone: (360) 510-6639
Email: s.botulinski@gmail.com

Applicants: **Jill and Kyle Thompson**
35808 SE 29th Street
Fall City, WA 98024
Email: jillykthompson@gmail.com

Applicants: **Tom and Sharon Bilbro**
35831 SE 27th Place
Fall City, WA 98024
Email: tombilbro@gmail.com

Applicants: **Adam and Jessie Buttermore**
35803 SE 27th Place
Fall City, WA 98024
Email: adam.Buttermore@gmail.com

Applicants: **John and Cynthia Conlon**
35902 SE 29th Street
Fall City, WA 98024
Email: conlonfamily@msn.com

Applicants: **Alfred and Shallbet Valvano**
35714 SE 29th Street
Fall City, WA 98024
Email: Al@valvanos.com

Applicant: **Rex Currier**
PO Box 1191
Fall City, WA 98024
Email: Rcurrier57@gmail.com

King County: Department of Local Services
represented by **Leslie Drake**
201 S Jackson Street
Seattle, WA 98104
Telephone: (206) 477-7764
Email: leslie.drake@kingcounty.gov

FINDINGS AND CONCLUSIONS:

Overview

1. The Department of Local Services, Road Services Division (Road Services) petitions the County to vacate a portion of SE 28th Street/Hemlock Street in Fall City. Local Services urges vacation and a waiver of all compensation. We conducted the public hearing on behalf of the Council on July 29, 2021, then held the record open until August 9, 2021. After hearing witness testimony and observing their demeanor, studying the exhibits entered into evidence, and considering the parties' arguments and the relevant law, **we recommend that Council approve the vacation.**

Background

2. Except as provided herein, we adopt and incorporate the facts set forth in Roads' report and in proposed ordinance no. 2021-0208. That report, and maps showing the specific area to be vacated and the vicinity of the proposed vacation, are in the hearing record

and will be attached to the copies of our recommendation submitted to Council. Ex. 1 at 001-06, Ex. 6 & Ex. 7.

3. Chapter RCW 36.87 sets the general framework for county road vacations, augmented by KCC chapter 14.40. There are at least four somewhat interrelated inquiries. The first two relate to whether vacation is warranted: is the road useless to the road system and would vacation benefit the public? If the answers to these are both yes, the third and fourth relate to compensation: what is the appraised (or perhaps assessed) value of the right-of-way, and how should this number be adjusted to capture avoided County costs?
4. A petitioner has the burden to show that the “road is useless as part of the county road system and that the public will be benefitted by its vacation and abandonment.” RCW 36.87.020. “A county right of way may be considered useless if it is not necessary to serve an essential role in the public road network or if it would better serve the public interest in private ownership.” KCC 14.40.0102.B. While denial is mandatory (“*shall* not” vacate) where a petitioner fails to make that showing, approval is discretionary where a petitioner shows uselessness and public benefit (“*may* vacate”). RCW 36.87.060(1) (emphasis added).

Is Vacation Warranted?

5. The subject right-of-way segment is not currently opened, constructed, or maintained for public use, and it is not known to be used informally for access to any property. Vacation would have no adverse effect on the provision of access and fire and emergency services to the abutting properties and surrounding area. The right-of-way is not necessary for the present or future public road system for travel or utilities purposes. (Unlike most vacations, where the to-be vacated right-of-way contains utilities, and vacation is predicated on petitioner’s granting utility easements, here there are no utilities to preserve.)
6. We find that the road is useless to the county road system, that the public will benefit from its vacations (savings in expected management and maintenance costs avoided property taxes gained, discussed below)—and that vacation is warranted.

What Compensation is Due?

7. We calculate compensation by starting with the increase in property values the receiving parcel will garner from the extra square footage of adding the (formerly) public right-of-way area. This figure is generated by the Assessor. However, that is only the starting point, because State and County law allow local legislative branches to adjust the appraised value to reflect the expected value of avoided liability risk, eliminated management costs, and jettisoned maintenance costs, along with increased property taxes. RCW 36.87.070; KCC 14.40.020.A.1. Performance, Strategy, and Budget have generated that model. Road Services then applies to those figures to a given parcel. Exs. 21-27.

8. This means the appropriate level of compensation to require is a somewhat individualized inquiry, producing different results for different parcels. Here there are seven different parcels.
9. For three of those parcels, merging the right-of-way into the private property either adds no value to the receiving parcel, or less value than the County gains from avoiding management and maintenance costs, and from increased property taxes. Thus, there is no compensation to require prior to finalizing vacation. Vacation can proceed without any contingencies. These properties are Conlon (248070-0072), Thompson (248070-0070), and Currier (248070-0080).
10. For the other four parcels, merging the right-of-way into the private property adds more value than the County gains from avoiding management and maintenance costs, and from increased property taxes. Thus, vacation for each parcel should be contingent on payment of the calculated compensation. These properties are Botulinski (248070-0041) at \$2758, Valvano (248070-0082) at \$799, Buttermore (248070-0038) at \$1779, and Bilbro (248070-0037) at \$1779.

RECOMMENDATION:

1. We recommend that Council APPROVE proposed ordinance no. 2021-0208 to vacate the subject road right-of-way abutting parcels 248070-0072 (Conlon), 248070-0070 (Thompson), and 248070-0080 (Currier), with no compensation requirement or contingencies.
2. We recommend that Council APPROVE proposed ordinance no. 2021-0208 to vacate the subject road right-of-way abutting parcel 248070-0041 (Botulinski) CONTINGENT on petitioner paying \$2758 to King County within 90 days of the date Council takes final action on this ordinance. If King County does not receive \$2758 by that date, there is no vacation and the associated right-of-way remains King County's. If payment is timely received, the Clerk shall record an ordinance against parcel 248070-0041. Recording an ordinance will signify that payment has been received, the contingency is satisfied, and the right-of-way associated with parcel 248070-0041 is vacated.
3. We recommend that Council APPROVE proposed ordinance no. 2021-0208 to vacate the subject road right-of-way abutting parcel 248070-0082 (Valvano) CONTINGENT on petitioner paying \$799 to King County within 90 days of the date Council takes final action on this ordinance. If King County does not receive \$799 by that date, there is no vacation and the associated right-of-way remains King County's. If payment is timely received, the Clerk shall record an ordinance against parcel 248070-0082. Recording an ordinance will signify that payment has been received, the contingency is satisfied, and the right-of-way associated with parcel 248070-0082 is vacated.

4. We recommend that Council APPROVE proposed ordinance no. 2021-0208 to vacate the subject road right-of-way abutting parcel 248070-0038 (Buttermore) CONTINGENT on petitioner paying \$1779 to King County within 90 days of the date Council takes final action on this ordinance. If King County does not receive \$1779 by that date, there is no vacation and the right-of-way associated remains King County's. If payment is timely received, the Clerk shall record an ordinance against parcel 248070-0038. Recording an ordinance will signify that payment has been received, the contingency is satisfied, and the right-of-way associated with parcel 248070-0038 is vacated.
5. We recommend that Council APPROVE proposed ordinance no. 2021-0208 to vacate the subject road right-of-way abutting parcel 248070-0037 (Bilbro) CONTINGENT on petitioner paying \$1779 to King County within 90 days of the date Council takes final action on this ordinance. If King County does not receive \$1779 by that date, there is no vacation and the associated right-of-way remains King County's. If payment is timely received, the Clerk shall record an ordinance against parcel 248070-0037. Recording an ordinance will signify that payment has been received, the contingency is satisfied, and the right-of-way associated with parcel 248070-0037 is vacated.

DATED August 20, 2021.



David Spohr
Hearing Examiner

NOTICE OF RIGHT TO APPEAL

A person appeals an Examiner recommendation by following the steps described in KCC 20.22.230, including filing with the Clerk of the Council a sufficient appeal statement and a \$250 appeal fee (check payable to the King County FBOD), and providing copies of the appeal statement to the Examiner and to any named parties listed on the front page of the Examiner's recommendation. Please consult KCC 20.22.230 for exact requirements.

Prior to the close of business (4:30 p.m.) on **September 13, 2021**, an electronic copy of the appeal statement must be sent to Clerk.Council@kingcounty.gov and a paper copy of the appeal statement must be delivered to the Clerk of the Council's Office, Room 1200, King County Courthouse, 516 Third Avenue, Seattle, Washington 98104. Prior mailing is not sufficient if the Clerk does not actually receive the fee and the appeal statement within the applicable time period.

Unless the appeal requirements of KCC 20.22.230 are met, the Clerk of the Council will place on the agenda of the next available Council meeting a proposed ordinance implementing the Examiner’s recommended action.

If the appeal requirements of KCC 20.22.230 are met, the Examiner will notify parties and interested persons and will provide information about “next steps.”

**MINUTES OF THE JULY 29, 2021, HEARING ON THE ROAD VACATION
PETITION OF STEPHEN AND MEGAN BOTULINSKI AND ET AL.,
DEPARTMENT OF TRANSPORTATION FILE NO. V-2712**

David Spohr was the Hearing Examiner in this matter. Participating in the hearing were Tom Bilbro, Stephen Botulinski, Leslie Drake, and Jill Thompson.

The following exhibits were offered and entered into the hearing record:

- | | |
|----------------|--|
| Exhibit no. 1 | Roads Services report to the Hearing Examiner, sent July 15, 2021 |
| Exhibit no. 2 | Letter from Clerk of the Council to KCDOT transmitting petition, dated May 1, 2017 |
| Exhibit no. 3 | Petition for vacation of a county road, transmitted May 1, 2017 |
| Exhibit no. 4 | Letter from KCDOT to Petitioner acknowledging receipt of petition and explaining road vacation process, dated May 24, 2017 |
| Exhibit no. 5 | Amended petition with new property owners |
| Exhibit no. 6 | Vacation area map |
| Exhibit no. 7 | Vicinity map |
| Exhibit no. 8 | Record of survey |
| Exhibit no. 9 | Vacation area prepared by petitioner’s surveyor |
| Exhibit no. 10 | Legal description of vacation area prepared by petitioner’s surveyor |
| Exhibit no. 11 | Plat Fall City Orchard Tracts |
| Exhibit no. 12 | KC Assessor’s information for petitioner Botulinski property, APN 248070-0041 |
| Exhibit no. 13 | KC Assessor’s information for petitioner Conlon property, APN 248070-0072 |
| Exhibit no. 14 | KC Assessor’s information for petitioner Thompson property, APN 248070-0070 |
| Exhibit no. 15 | KC Assessor’s information for petitioners Valvano and Shallbetter property, APN 248070-0082 |
| Exhibit no. 16 | KC Assessor’s information for petitioner Currier property, APN 248070-0080 |
| Exhibit no. 17 | KC Assessor’s information for petitioner Buttermore property, APN 248070-0038 |

- Exhibit no. 18 KC Assessor’s information for petitioner Bilbro property, APN 248070-0037
- Exhibit no. 19 Notice sent to stakeholders, with vicinity map and site map showing vacation area, sent May 19, 2017
- Exhibit no. 20 Email between Assessor’s Office, regarding valuation
- Exhibit no. 21 Compensation calculation model spreadsheet for petitioner Botulinski property, APN 248070-0041
- Exhibit no. 22 Compensation calculation model spreadsheet for petitioner Conlon property, APN 248070-0072
- Exhibit no. 23 Compensation calculation model spreadsheet for petitioner Thompson property, APN 248070-0070
- Exhibit no. 24 Compensation calculation model spreadsheet for petitioners Valvano and Shallbetter property, APN 248070-0082
- Exhibit no. 25 Compensation calculation model spreadsheet for petitioner Carrier property, APN 248070-0080
- Exhibit no. 26 Compensation calculation model spreadsheet for petitioner Buttermore property, APN 248070-0038
- Exhibit no. 27 Compensation calculation model spreadsheet for petitioner Bilbro property, APN 248070-0037
- Exhibit no. 28 Cover letters to petitioners, including the County Road Engineer report, dated December 21, 2020
- Exhibit no. 29 County Engineer Report
- Exhibit no. 30 Letter from KCDOT to KC Council recommending approval and transmitting proposed ordinance, dated May 24, 2021
- Exhibit no. 31 Proposed ordinance
- Exhibit no. 32 Fiscal note
- Exhibit no. 33 Affidavit of posting, noting posting date of July 7, 2021
- Exhibit no. 34 *Reserved for future submission of Affidavit of publication*

DS/jo

Certificate Of Completion

Envelope Id: 132FB3AA60964457A82CFBC7E1353A92	Status: Completed
Subject: Please DocuSign: Ordinance 19344 Attachment A.pdf, Ordinance 19344.docx	
Source Envelope:	
Document Pages: 7	Signatures: 3
Supplemental Document Pages: 7	Initials: 0
Certificate Pages: 5	Envelope Originator:
AutoNav: Enabled	Angel Allende
Enveloped Stamping: Enabled	401 5th Ave
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Suite 100
	Seattle, WA 98104
	Angel.Allende@kingcounty.gov
	IP Address: 198.49.222.20

Record Tracking

Status: Original	Holder: Angel Allende	Location: DocuSign
10/13/2021 1:48:00 PM	Angel.Allende@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County General (ITD)	Location: DocuSign

Signer Events

Claudia Balducci
 claudia.balducci@kingcounty.gov
 King County General (ITD)
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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 Signature Adoption: Pre-selected Style
 Using IP Address: 73.83.124.149

Timestamp

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 Signed: 10/13/2021 3:16:44 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign
 Supplemental Documents:

Ordinance 19344 Attachment A.pdf

Viewed: 10/13/2021 3:16:40 PM
 Read: Not Required
 Accepted: Not Required

Melani Pedroza
 melani.pedroza@kingcounty.gov
 Clerk of the Council
 King County Council
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 8DE1BB375AD3422...
 Signature Adoption: Uploaded Signature Image
 Using IP Address: 198.49.222.20

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 Signed: 10/13/2021 3:21:48 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign
 Supplemental Documents:

Ordinance 19344 Attachment A.pdf

Viewed: 10/13/2021 3:21:45 PM
 Read: Not Required
 Accepted: Not Required

Dow Constantine
 dow.constantine@kingcounty.gov
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 4FBCAB8196AE4C6...
 Signature Adoption: Uploaded Signature Image
 Using IP Address: 174.61.157.228

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 Signed: 10/13/2021 3:23:15 PM

Electronic Record and Signature Disclosure:

Accepted: 10/13/2021 3:22:45 PM
 ID: 8786f96d-cb41-4c91-b7ca-73fb4400c9d1
 Supplemental Documents:

Ordinance 19344 Attachment A.pdf

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Accepted: Not Required

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Kaitlyn Wiggins

k.wiggins@kingcounty.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	10/13/2021 3:22:45 PM
Signing Complete	Security Checked	10/13/2021 3:23:15 PM
Completed	Security Checked	10/13/2021 3:23:15 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO King County ITD (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

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How to contact Carahsoft OBO King County ITD:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bob.johnson@kingcounty.gov

To advise Carahsoft OBO King County ITD of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at bob.johnson@kingcounty.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to bob.johnson@kingcounty.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

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Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies
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** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

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