



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

### Ordinance 19651

**Proposed No.** 2023-0100.2

**Sponsors** Upthegrove

1 AN ORDINANCE relating to the introduction and initial  
 2 consideration of proposed legislation; and amending  
 3 Ordinance 11683, Section 9, as amended, and K.C.C.  
 4 1.24.085.

5 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

6 SECTION 1. Ordinance 11683, Section 9, as amended, and K.C.C. 1.24.085 are  
 7 hereby amended to read as follows:

8 A. All legislative proposals submitted to the King County council by the executive  
 9 shall be accompanied by a completed Legislative Review Form in a form of Attachment A  
 10 to ~~((Ordinance 17666, dated July 25, 2013))~~ this ordinance, which may be amended ~~((from~~  
 11 ~~time to time))~~ in accordance with this section. Amendments to Attachments A shall be  
 12 made by the clerk of the council, in consultation with the office of the executive's chief of  
 13 staff. The clerk of the council shall retain an electronic copy and provide an electronic  
 14 copy to all councilmembers, the council chief of staff, and the council chief policy officer.

15 In addition, all legislative proposals involving the collective bargaining or appropriations  
 16 ordinances limited solely to the costs associated with the implementation of collective  
 17 bargaining shall be accompanied by a summary of the legislation that includes the current  
 18 costs and five-year implementation costs as well as changes to working conditions and any  
 19 other substantive changes compared to prior agreements.

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20           B. Upon the electronic receipt of proposed legislation from the executive, the  
21 assessor, the presiding judge, the prosecuting attorney, the director of elections or a  
22 councilmember, the clerk of the council shall assign a proposed number to the legislation.  
23 The clerk may make formatting and nonsubstantive revisions in form and style to proposed  
24 legislation before first reading and shall indicate on the revised legislation that the  
25 legislation is revised by the clerk and the date of the revision.

26           C. Upon electronically filing with the clerk of the council sponsorship of  
27 legislation, by at least one councilmember in a form prescribed by the clerk of the council,  
28 or upon receipt by the council of a proposed ordinance submitted as an institutional  
29 initiative under Section 230.50.10 of the King County Charter, the proposed legislation is  
30 introduced and must be placed on the agenda for first reading and referral. Receipt of an  
31 institutional initiative may be received in paper form or electronically. Legislation may be  
32 introduced with the title only, but the text of the legislation must be filed with the clerk by  
33 first reading. In accordance with Rule 2.E., K.C.C. 1.24.015.E., the chair of the council  
34 shall refer both the title and the subsequently filed text of the legislation to committee if the  
35 legislation was introduced with the title only. If the text of the legislation is not timely  
36 filed, the legislation is to be removed from the agenda and is not to be referred to  
37 committee.

38           D. A member may add the member's own name to sponsorship of legislation at  
39 any time before passage of the legislation by electronically informing the clerk of the  
40 council. The first member listed on the first introduction slip filed for legislation may not  
41 remove that member's own name from sponsorship of the legislation. However, any other

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42 sponsor of legislation may remove that sponsor's own name from sponsorship of the  
43 legislation by electronically informing the clerk of the council.

44 E. First reading of legislation shall consist of either:

45 1. Printing the number and title of the proposed legislation on the published  
46 agenda; or

47 2. Adding the proposed legislation to the agenda under Rule 5, K.C.C.

48 1.24.045.B.2. or 3. and including this information in the council's minutes.

49 F. After the first reading, proposed legislation must be referred to an appropriate  
50 committee or committees by the chair of the council, except for motions confirming  
51 executive reappointments to boards or commissions, which may be referred directly to a  
52 council consent agenda, or legislation related to collective bargaining, including  
53 appropriation ordinances limited solely to the costs associated with implementation of a  
54 collective bargaining agreement. Proposed legislation referred to more than one committee  
55 must be considered consecutively by the committees in the order set forth on the marked  
56 published agenda or as specified by the chair during the meeting and reflected in the  
57 council's minutes.

58 G. Upon being reported out of committee with a recommendation, proposed  
59 legislation must be placed upon an agenda for appropriate action, after consideration of  
60 public hearing notice requirements, one week after the Tuesday after the committee  
61 meeting, unless the committee chair decides and states on the record at the committee  
62 meeting that the item be placed on the next council agenda. The clerk of the council may  
63 make formatting and nonsubstantive revisions in form to proposed legislation after the  
64 legislation is reported out of the committee and before the legislation is placed on the

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65 agenda for second reading and shall indicate on the revised legislation that the legislation is  
66 revised by the clerk and the date of the revision.

67 H. Proposed legislation related to collective bargaining, including appropriation  
68 ordinances limited solely to the costs associated with implementation of collective  
69 bargaining agreements must be placed on the agenda for appropriate action, after

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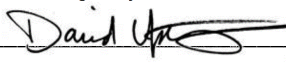
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70 consideration of public hearing notice requirements, at the next council meeting at least one  
71 week after its first reading.

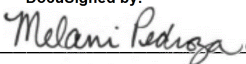
Ordinance 19651 was introduced on 3/14/2023 and passed by the Metropolitan King County Council on 7/18/2023, by the following vote:

Yes: 9 - Balducci, Dembowski, Dunn, Kohl-Welles, Perry, McDermott, Upthegrove, von Reichbauer and Zahilay

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

DocuSigned by:  
  
E76CE01F07B14EF...  
Dave Upthegrove, Chair

ATTEST:

DocuSigned by:  
  
8DE1BB375AD3422...  
Melani Pedroza, Clerk of the Council

APPROVED this \_\_\_\_\_ day of 7/28/2023, \_\_\_\_\_.

DocuSigned by:  
  
4FBCAB8196AE4C6...  
Dow Constantine, County Executive

**Attachments:** A. 2023 Legislative Review Form

# Legislative Review Form



## King County

Title: Click or tap here to enter text.

Department/Agency: Choose an item.

Contact: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Item Type: Choose an item

Required Council due date, if applicable: Click or tap to enter a date.

Department requested transmittal date if no Council due date specified: Click or tap to enter a date.

Reviewers	Name	Final Version?	Date
Civil Division Prosecuting Attorney	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Code Reviser	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Dept. Director or Designee	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Office of Performance, Strategy & Budget	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Executive Office Review & Transmittal Approval	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.

### ENTRANCE CRITERIA REVIEW

	Executive Office	KCC Clerk
1. Fiscal note	Choose an item.	Choose an item.
2. Proofread for spelling and grammar	Choose an item.	Choose an item.
3. All attachments listed and labeled	Choose an item.	Choose an item.
4. Documents are <b>not</b> password protected	Choose an item.	Choose an item.
5. All maps current and complete	Choose an item.	Choose an item.
6. Provided in searchable/editable format (Word or PDF)*	Choose an item.	Choose an item.
7. Special circumstances affecting processing time	Choose an item.	Choose an item.

<i>*Transmittal materials include BOTH Word and PDF versions for legal agreements, purchase and sale agreements, and interlocal agreements.</i>
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**Certificate Of Completion**

Envelope Id: 315C745D5C1F4E50B28C50E4CA487D3C	Status: Completed
Subject: Complete with DocuSign: Ordinance 19651.docx, Ordinance 19651 Attachment A.pdf	
Source Envelope:	
Document Pages: 5	Signatures: 3
Supplemental Document Pages: 1	Initials: 0
Certificate Pages: 5	Envelope Originator:
AutoNav: Enabled	Cherie Camp
Envelopeld Stamping: Enabled	401 5TH AVE
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	SEATTLE, WA 98104
	Cherie.Camp@kingcounty.gov
	IP Address: 198.49.222.20

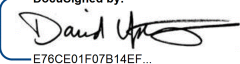
**Record Tracking**

Status: Original	Holder: Cherie Camp	Location: DocuSign
7/19/2023 8:27:49 AM	Cherie.Camp@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County-Council	Location: DocuSign

**Signer Events**

Dave Upthegrove  
dave.upthegrove@kingcounty.gov  
Chair  
Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
E76CE01F07B14EF...  
Signature Adoption: Uploaded Signature Image  
Using IP Address: 198.49.222.20

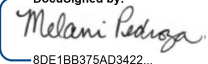
**Timestamp**

Sent: 7/19/2023 8:29:22 AM  
Viewed: 7/19/2023 9:49:20 AM  
Signed: 7/19/2023 9:49:35 AM

**Electronic Record and Signature Disclosure:**

Accepted: 7/19/2023 9:49:20 AM  
ID: 30f85ed6-4586-43e5-b11a-3210a3154b60

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

Sent: 7/19/2023 9:49:36 AM  
Viewed: 7/19/2023 10:05:57 AM  
Signed: 7/19/2023 10:06:02 AM

**Electronic Record and Signature Disclosure:**

Accepted: 9/30/2022 11:27:12 AM  
ID: 639a6b47-a4ff-458a-8ae8-c9251b7d1a1f

Dow Constantine  
Dow.Constantine@kingcounty.gov  
King County Executive  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
4FBCAB8196AE4C6...  
Signature Adoption: Uploaded Signature Image  
Using IP Address: 198.49.222.20

Sent: 7/19/2023 10:06:04 AM  
Viewed: 7/28/2023 1:22:35 PM  
Signed: 7/28/2023 1:22:45 PM

**Electronic Record and Signature Disclosure:**

Accepted: 7/28/2023 1:22:35 PM  
ID: 532373f3-2bea-4110-9d50-d0625271b20b

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp

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 kwiggins@kingcounty.gov Executive Legislative Coordinator King County Executive Office Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<div style="border: 2px solid blue; padding: 5px; display: inline-block;"><b>COPIED</b></div>	Sent: 7/19/2023 10:06:04 AM Viewed: 7/19/2023 11:04:08 AM
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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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Envelope Sent	Hashed/Encrypted	7/19/2023 8:29:22 AM
Certified Delivered	Security Checked	7/28/2023 1:22:35 PM
Signing Complete	Security Checked	7/28/2023 1:22:45 PM
Completed	Security Checked	7/28/2023 1:22:45 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, King County-Department of 02 (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 system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **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 the signing session and, if you elect to create a DocuSign account, you may access the documents 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. Further, 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**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact King County-Department of 02:**

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: [cipriano.dacanay@kingcounty.gov](mailto:cipriano.dacanay@kingcounty.gov)

### **To advise King County-Department of 02 of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [cipriano.dacanay@kingcounty.gov](mailto:cipriano.dacanay@kingcounty.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from King County-Department of 02**

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 email to [cipriano.dacanay@kingcounty.gov](mailto:cipriano.dacanay@kingcounty.gov) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with King County-Department of 02**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [cipriano.dacanay@kingcounty.gov](mailto:cipriano.dacanay@kingcounty.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County-Department of 02 as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County-Department of 02 during the course of your relationship with King County-Department of 02.