



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Motion 16427

Proposed No. 2023-0281.2

Sponsors Upthegrove

1 A MOTION approving renewal of contract for the assistant
2 chief legal counsel to the King County council.

3 WHEREAS, RCW 36.32.200 grants county councils the authority to hire their
4 own legal counsel for up to a two-year term upon the approval of the presiding superior
5 court judge of the county, and

6 WHEREAS, the King County council has used the authority provided in RCW
7 36.32.200 to hire legal counsel to provide the council with legal advice on legislative,
8 contractual and other legal matters, and

9 WHEREAS, Kendall Moore was previously appointed to the position of the
10 deputy chief legal counsel to the King County council for a two-year term effective
11 October 13, 2021, through October 12, 2023, and

12 WHEREAS, the council reclassified Kendall Moore to the position of assistant
13 chief legal counsel effective February 5, 2022, and

14 WHEREAS, the council wishes to reappoint Kendall Moore to serve an additional
15 two-year term in the position of assistant chief legal counsel to the King County council;

16 NOW, THEREFORE, BE IT MOVED by the Council of King County:

17 The chair of the employment and administration committee is authorized to sign a
18 contract letter that is substantially similar to Attachment A to this motion appointing
19 Kendall Moore to serve a two-year term in the position of assistant chief legal counsel to


Motion 16427

20 the King County council, October 13, 2023, and upon approval by the presiding judge of
21 the King County superior court.

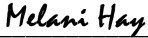
Motion 16427 was introduced on 8/15/2023 and passed by the Metropolitan King County Council on 9/26/2023, by the following vote:

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 Hay, Clerk of the Council

Attachments: A. Moore Contract Letter, Version 2



Metropolitan King County Council

King County Courthouse
516 Third Avenue, Room 1200
Seattle, WA 98104-3272
206-296-1000 TTY 206-296-1024
Toll Free 1-800-325-6165
www.kingcounty.gov/council

September XX, 2023

Kendall Moore
1200 King County Courthouse
Seattle, WA 98104

Dear Ms. Moore:

On behalf of the Metropolitan King County Council I am pleased to offer you a two-year term appointment as the Council's Assistant Chief Legal Counsel. This contract is effective from October 12, 2023 through October 11, 2025. This position is at-will and exempt from career service.

As the Assistant Chief Legal Counsel you will report to the Chief Legal Counsel and receive assignments directly from individual councilmembers. You will be compensated at pay range 136, step 12, on the Legislative Branch salary schedule. You will continue to receive the benefits extended to all non-represented employees of the Legislative Branch who serve in an exempt status. The Council will pay your WSBA licensing fee for 2024 and 2025 as well as continuing legal education as approved by the Chief Legal Counsel.

The Council looks forward to your continued assistance, as we move on to address the challenging issues facing the Council in the next two years.

Sincerely,

Dave Upthegrove, Chair
Employment & Administration Committee

REVIEWED AND ACCEPTED:

Kendall H. Moore

Honorable Patrick Oishi
Presiding Judge
King County Superior Court
Approved per RCW 36.32.200

cc: Leesa Manion, King County Prosecuting Attorney

Certificate Of Completion

Envelope Id: C0365E895C354FCAB2B7F3419C3E0B21	Status: Completed
Subject: Complete with DocuSign: Motion 16427.docx, Motion 16427 Attachment A.docx	
Source Envelope:	
Document Pages: 2	Signatures: 2
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

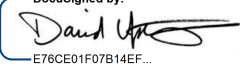
Record Tracking

Status: Original	Holder: Cherie Camp	Location: DocuSign
9/27/2023 9:36:36 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

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Viewed: 9/27/2023 1:54:11 PM
Signed: 9/27/2023 1:54:30 PM

Electronic Record and Signature Disclosure:
Accepted: 9/27/2023 1:54:11 PM
ID: 82377e24-f588-4504-904f-714749800117

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

DocuSigned by:

8DE1BB375AD3422...
Signature Adoption: Pre-selected Style
Using IP Address: 198.49.222.20

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Signed: 9/27/2023 2:37:40 PM

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/27/2023 9:37:18 AM
Certified Delivered	Security Checked	9/27/2023 2:37:36 PM
Signing Complete	Security Checked	9/27/2023 2:37:40 PM
Completed	Security Checked	9/27/2023 2:37:40 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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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

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 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 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 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>.

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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.

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- 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.