



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**Ordinance 19720**

**Proposed No.** 2023-0450.1

**Sponsors** Upthegrove

1 AN ORDINANCE relating to council rules and order of  
2 business; amending Ordinance 11683, Section 4, as  
3 amended, and K.C.C. 1.24.035 and declaring an  
4 emergency.

5 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

6 **SECTION 1. Findings:**

7 A. Section 220.40 of the King County Charter requires the council to adopt by  
8 ordinance rules of procedure governing the time, place, and conduct of its meetings.

9 B. Consistent with the county charter, the council adopted by ordinance rules of  
10 procedure, which are codified in K.C.C. chapter 1.24, and passed motions related to the  
11 organization and administration of the council.

12 C. The rules of procedure and the organizational motion have been amended  
13 from time to time to reflect changes desired by the council.

14 D. Because the council is reorganizing the council and its committees by  
15 modifying committees, this ordinance must be enacted as an emergency ordinance in  
16 order to be effective immediately and ensure that the regular meeting times of the  
17 council's committees are effective before the reorganization of the council.

18 **SECTION 2.** Ordinance 11683, Section 4, as amended and K.C.C. 1.24.035 are  
19 hereby amended as follows:

20 **Rule 4: Meetings.**

Ordinance 19720

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21           A.1.a. Except as otherwise provided in this subsection, the time of regular meetings  
22 of the council is 1:30 p.m. on the first, second, third, and fourth Tuesdays of each month.  
23 However, the regular meetings of the council shall not take place: from ~~((December 14,~~  
24 ~~2022, through January 2, 2023))~~ December 13, 2023, through January 2, 2024; from ~~((April~~  
25 ~~10, 2023, through April 14, 2023))~~ April 8, 2024, through April 12, 2024; from ~~((July 31,~~  
26 ~~2023, through August 11, 2023))~~ August 5, 2024, through August 16, 2024; and from  
27 ~~((December 13, 2023, through January 2, 2024))~~ December 11, 2024, through January 2,  
28 2025. All regular or special meetings of council committees shall be regular or special  
29 council meetings, in accordance with subsection F. of this rule.

30           b. A special committee meeting may not be called without the prior written  
31 consent of the council chair or the consent of a majority of the members of the committee.  
32 This subsection A.1.b. does not apply to special meetings of the budget and fiscal  
33 management committee for purposes of considering the county executive's budget proposal  
34 for the upcoming fiscal period, which shall be called by the chair of the budget and fiscal  
35 management committee.

36           2.a. All regular meetings of the King County council and the council's  
37 committees, except for employment and administration committee meetings, shall be held  
38 in the council chambers on the tenth floor of the King County Courthouse in Seattle,  
39 Washington. All regular meetings of the employment and administration committee  
40 meetings shall be held in the southwest conference room on the twelfth floor of the King  
41 County Courthouse in Seattle, Washington.

42           b. Whenever, due to an emergency, as defined in K.C.C. 12.52.010, it is  
43 imprudent, inexpedient, or impossible to conduct the affairs of the council at the regular or

Ordinance 19720

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44 usual place or places, the council may meet at any place within or without the territorial  
45 limits of the county on the call of the chair or any two members of the council. After an  
46 emergency relocation, the affairs of the council shall be lawfully conducted at the  
47 emergency location for the duration of the emergency.

48 B.1. Except as provided in subsection B.2. of this rule, the times for regular and  
49 special committee meetings are as follows:

50 a. Budget and fiscal management committee: the second and fourth Wednesdays  
51 of each month at 9:30 a.m.;

52 b. Committee of the whole: the ~~((third Wednesday))~~ fourth Tuesday of each month  
53 at 9:30 a.m.;

54 c. Employment and administration committee: the ~~((third))~~ first Tuesday of each  
55 month at 2:00 p.m.;

56 d. Government accountability and oversight committee: the second Tuesday of  
57 each month at 9:30 a.m.;

58 e. Law, justice, health and human services committee: the first Tuesday of each  
59 month at 9:30 a.m.;

60 f. Local services and land use committee: the ~~((fourth Tuesday))~~ the first and third  
61 Wednesdays of each month at 9:30 a.m.;

62 g. Regional policy committee: the second Wednesday of each month at 3:00 p.m.;

63 h. Regional transit committee: the third Wednesday of each month at 3:00 p.m.;

64 i. Regional water quality committee: the first Wednesday of each month at 3:00  
65 p.m.; and

Ordinance 19720

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66           j. Transportation, economy and environment committee: the third Tuesday of each  
67 month at 9:30 a.m.

68           2. The regular meetings of the committees shall not take place during the times  
69 when the council meeting does not take place, as prescribed in subsection A. of this rule.

70           C. Council and committee meetings must be held in accordance with the Open Public  
71 Meetings Act of 1971, chapter 42.30 RCW.

72           D. A meeting may be continued, in accordance with chapter 42.30 RCW, to another  
73 date and does not conclude until adjourned in accordance with these rules.

74           E.1. An executive session may be held during a council or committee meeting if  
75 one of the specific grounds under chapter 42.30 RCW for an executive session exists.

76           2. Before convening in executive session, the chair of the council or committee  
77 shall publicly announce the purpose for excluding the public from the meeting place and  
78 the time when the executive session will be concluded. The executive session may be  
79 extended to a stated later time by announcement of the chair.

80           3. Only members of the council or committee, special invitees, and those  
81 employees or staff members the council or committee determines to be necessary are  
82 allowed to remain in the room. Persons attending an executive session shall maintain the  
83 confidentiality of the proceedings.

84           F.1. A legal analysis of the Open Public Meetings Act by the office of the Attorney  
85 General, 2010 AGO No. 9, has advised that when a committee meeting is attended by a  
86 quorum of the governing body it must be noticed not only as a committee meeting but also  
87 as a meeting of the governing body. For this reason, all meetings of council committees

Ordinance 19720

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88 shall be noticed both as committee meetings and as council meetings whose agenda is  
89 limited to the committee business.

90           2. In all committee meetings, which are council meetings in accordance with  
91 subsection F.1. of this rule, only the rules and procedures applicable to committees apply,  
92 and not those rules and procedures applicable to full council meetings. This includes, but is  
93 not limited to:

94           a. only those members who serve on the committee have the right to exercise  
95 parliamentary rights in the meeting, including, but not limited to, raising points of order,  
96 making motions, and voting;

97           b. attendance shall be recorded only for members serving on the committee, and  
98 the quorum for the meeting shall be the committee quorum; and

99           c. committee meetings shall be chaired by the committee chair.

100           SECTION 3. The county council finds as a fact and declares that an emergency  
101 exists and that this ordinance is necessary for the immediate public preservation of public

Ordinance 19720


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- 102 peace, health or safety, or for the support of county government and its existing public  
103 institutions. This ordinance takes effect immediately.


Ordinance 19720 was introduced on 12/12/2023 and passed by the Metropolitan King County Council on 12/12/2023, by the following vote:

Yes: 9 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, 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:** None

**Certificate Of Completion**

Envelope Id: 087ABE79B7B54E6B9E05DC1858E47D86	Status: Completed
Subject: Complete with DocuSign: Ordinance 19720.docx	
Source Envelope:	
Document Pages: 6	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Cherie Camp
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	401 5TH AVE
	SEATTLE, WA 98104
	Cherie.Camp@kingcounty.gov
	IP Address: 198.49.222.20

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Status: Original	Holder: Cherie Camp	Location: DocuSign
12/13/2023 1:59:16 PM	Cherie.Camp@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
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**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: 67.160.80.216

**Timestamp**

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Resent: 12/14/2023 9:17:55 AM  
Viewed: 12/14/2023 9:38:57 AM  
Signed: 12/14/2023 9:39:09 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 12/14/2023 9:38:57 AM  
ID: 00a6d484-84c2-4644-885e-d71f3b4d075c

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: 12/14/2023 9:40:53 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 9/30/2022 11:27:12 AM  
ID: 639a6b47-a4ff-458a-8ae8-c9251b7d1a1f

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

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	12/13/2023 2:00:09 PM
Certified Delivered	Security Checked	12/14/2023 9:40:47 AM
Signing Complete	Security Checked	12/14/2023 9:40:53 AM
Completed	Security Checked	12/14/2023 9:40:53 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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**Electronic Record and Signature Disclosure**



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