



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**Ordinance 19375**

**Proposed No.** 2021-0378.2

**Sponsors** Zahilay

1 AN ORDINANCE related to the department of judicial  
2 administration; and adding a new section to K.C.C. chapter  
3 2.16.

4 **STATEMENT OF FACTS:**

5 1. As established by Section 350 of the King County Charter, the  
6 department of judicial administration, also known as the superior court  
7 clerk's office, is within the executive branch.

8 2. In accordance with K.C.C. 2.16.020, department divisions are to be  
9 created by ordinance.

10 3. The department of judicial administration is not currently codified.

11 4. Codification of the department of judicial administration is desirable.

12 **BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:**

13 **NEW SECTION. SECTION 1.** There is hereby added to K.C.C. chapter 2.16 a  
14 new section to read as follows:

15 A. The department of judicial administration, as identified in Section 350.20.20  
16 of the King County Charter, shall be managed by the superior court clerk, who shall be  
17 appointed by, and serve at the pleasure of, a majority of King County superior court  
18 judges. The department shall be comprised of the office of the director, the case flow  
19 division, the court services division, the technology services division, the financial

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21 services division, the Norm Maleng Regional Justice Center customer services division

22 and the juvenile division.

23 B. The duties of the department of judicial administration shall include:

24 1. Receiving and maintaining all superior court records;

25 2. Providing access to superior court records; and

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26            3. Managing receipt, disbursement and trust accounting for all fees, fines and  
27 payments made in superior court cases.

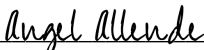
Ordinance 19375 was introduced on 11/2/2021 and passed by the Metropolitan King County Council on 12/14/2021, by the following vote:

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:  
  
7E1C273CE9994B6...  
Claudia Balducci, Chair

ATTEST:

DocuSigned by:  
  
C267B914088E4A0...  
Melani Pedroza, Clerk of the Council

APPROVED this \_\_\_\_ day of 12/27/2021, \_\_\_\_\_.

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

**Attachments:** None

**Certificate Of Completion**

Envelope Id: 292192B01BE847EC969E3AC0211D8B4A	Status: Completed
Subject: Please DocuSign: Ordinance 19375.docx	
Source Envelope:	
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Time Zone: (UTC-08:00) Pacific Time (US & Canada)	401 5th Ave
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**Signer Events**

Claudia Balducci  
 claudia.balducci@kingcounty.gov  
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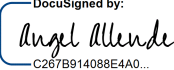
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Angel Allende  
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 King County Council  
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Kaitlyn Wiggins kwiggins@kingcounty.gov Security Level: Email, Account Authentication (None) <b>Electronic 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: 12/20/2021 9:57:09 AM Viewed: 12/21/2021 9:53:51 AM
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Completed	Security Checked	12/27/2021 3:52:51 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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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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