



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

### Motion 15791

**Proposed No.** 2021-0027.2

**Sponsors** Balducci

1           A MOTION relating to the organization of the council;  
2           amending Motion 11105 (part), Motion 11105 (part), as  
3           amended, and OR 1-020, Motion 11105 (part), as amended,  
4           and OR 1-040, Motion 11122, Section D, as amended, and  
5           OR 2-020, Motion 10651, Section V, as amended, and OR  
6           2-030, Motion 11122, Section H, as amended, and OR 2-  
7           050, Motion 10651, Section VI, as amended, and OR 3-010  
8           and Motion 10651, Section VII, as amended, and OR 3-030  
9           and rescinding Motion 14725, Section II, as amended, and  
10          OR 3-035.

11          WHEREAS the council has specified by motion the chairs, vice-chairs and  
12 members of council committees and provided for any changes to these positions to be  
13 made by adoption for a formal legislative motion, and

14          WHEREAS, the charter provides that the council shall elect one of its members as  
15 chair, and Motion 10651, Section II, as amended, and OR 1-010 provides that the council  
16 shall elect a chair who shall serve at the pleasure of the council for a term of one year,  
17 unless otherwise ordered by the council, and

18          WHEREAS, the council has specified by motion the chairs, vice-chairs and  
19 members of council committees and provided for any changes to these positions to be

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20 made by adoption of a formal legislative motion;

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

22 I. Motion 11105 (part), as amended, and OR 1-020 are hereby amended to read as  
23 follows:

24 **Powers and duties of the chair.**

25 A. The chair, with their consent, shall appoint councilmembers to regional  
26 committees, standing committees, administrative committees, special committees and  
27 outside committees as required or as deemed necessary to efficiently conduct the business  
28 of the council. The council recognizes that its committee structure, membership and chairs  
29 and vice-chairs reflect the council's will. Any changes thereto shall be made only by  
30 formal legislative motion adopted by a majority of the members at a council meeting.

31 B. The chair shall have the responsibility and general direction for the council's  
32 resources, budget, operation and organizational structure. The chair shall allocate an equal  
33 amount of funding and FTE positions to each councilmember's district support and constituent  
34 services account from within the council administration account. The chair shall be  
35 responsible for the general oversight of legislative branch employees, except personal and  
36 district support and constituent services staff of councilmembers. Each councilmember shall  
37 be responsible for making employment decisions for the councilmember's personal and district  
38 support and constituent services staff.

39 C. On behalf of the council, the chair of the council may accept gifts or things of  
40 value of less than two thousand dollars. Gifts or things of value given to individual council  
41 offices may be accepted by each councilmember subject to the provisions of K.C.C.  
42 chapter 3.04. The chair shall notify the clerk of the council of any accepted gifts or things

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43 of value. The clerk shall maintain a list of the accepted gifts or things of value and shall  
44 report quarterly that list to all councilmembers if there have been any accepted gifts or  
45 things of value in the preceding quarter. On behalf of the council, ((T)) the chair of the  
46 council shall not enter into a service, goods or consultant contract for more than fifty  
47 thousand dollars without first being authorized to do so by council motion. All  
48 ~~((consultants))~~ contractors shall comply with the King County code of ethics.

49 D. The chair shall regularly consult in the exercise of the chair's duties with the  
50 vice-chairs. The chair, in consultation with committee chairs, shall direct the necessary  
51 coordination of staff, except for personal and district support and constituent services staff.  
52 The council's chief of staff shall report to the chair and is accountable to and responsive to  
53 all councilmembers. The chair may exercise any power conferred upon the chief of staff.

54 II. Motion 11105 (part), as amended, and OR 1-040 are hereby amended to read as  
55 follows:

56 **Chair and vice-chair elected.** For the year ~~((2020))~~ 2021 and until a successor is  
57 elected, the council elects Councilmember Claudia Balducci as council chair,  
58 Councilmember Joe McDermott as council vice-chair of policy development and review  
59 and Councilmember Reagan Dunn as council vice-chair of regional coordination.

60 III. Motion 11122, Section D, as amended, and OR 2-020 are each amended to  
61 read as follows:

62 **Standing committees - functions.** In addition to any committee otherwise  
63 established by law, the committees of the metropolitan King County council and their  
64 respective functions are established as follows:

65 A. **Budget and fiscal management committee** shall consider and make

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66 recommendations on: the county revenue and expenditure fiscal structural gap; capital  
67 and operating budget appropriations; the sale and lease of real property to or by the  
68 county; debt and investment proposals; bond issues; the office of economic and financial  
69 analysis; levies unless referred to another committee; supplemental appropriations related  
70 to the COVID-19 pandemic response; and financial policies.

71 1. The committee shall develop recommendations on policy direction for the  
72 biennial budget, based on the recommendations of other council committees and taking  
73 into account the estimated fiscal impacts of state and federal legislation.

74 2. In respect to consideration of the county's proposed biennial budget, all  
75 members of the council not assigned to the budget and fiscal management committee  
76 shall be considered ex officio voting members of the committee.

77 **B. Committee of the whole.**

78 ((+-)) The committee of the whole shall consider: issues of interest to the entire  
79 council, including appointments to the state legislature and department directors and key  
80 subordinate units in the executive branch; the annual legislative program; legislation  
81 before the federal, state and local governments that affect King County; the King County  
82 Strategic Plan; oversight of Harborview Medical Center; solid waste including waste to  
83 energy; arts and culture and associated levies, if any; the Puget Sound Taxpayer  
84 Accountability Account; gun safety; the immigrant and refugee commission; issues  
85 related to the census; the charter review commission; homelessness, including the King  
86 County Regional Homelessness Authority; the Best Starts for Kids levy implementation  
87 plan; COVID-19 pandemic response, excluding supplemental appropriations; and other  
88 program and policy matters. The committee of the whole shall conduct town hall

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89 meetings on issues of significance.

90 ~~((2. Until either the executive terminates the March 1, 2020, proclamation of~~  
91 ~~emergency in response to COVID-19 or the council amends this subsection B.2., the~~  
92 ~~consideration by the committee will include and be focused primarily on matters~~  
93 ~~pertaining to COVID-19 response and recovery efforts.))~~

94 **C. Community, health and housing services committee.**

95 1. The committee shall consider and make recommendations on policies relating  
96 to:

97 a. health and housing services provided to the community by county agencies  
98 and branches, including, but not limited to, domestic violence facilitators, court  
99 navigators and community courts,

100 b. public health programs, including those related to the protection, promotion  
101 and provision functions of the department of public health, including the structure of the  
102 public health centers;

103 c. affordable housing, including therapeutic and low-income housing;

104 d. human services programs, including review of human services-related  
105 levies; and

106 e. economic development including equity and pay disparity.

107 2. In the areas within the committee's purview, the committee shall track state  
108 and federal legislative action and develop recommendations on policy direction for the  
109 biennial budget.

110 **D. Government accountability and oversight committee.**

111 1. The committee shall consider and make recommendations on:

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112 a. improving the efficiency, cost effectiveness and performance of all branches  
113 of county government (legislative, executive and judicial);

114 b. enhancing oversight, accountability and transparency in King County  
115 government, the annual county audit program and federal, state or county audit reports,  
116 the administration of the Public Records Act, capital projects oversight, the Puget Sound  
117 Emergency Radio Network, strategic planning, performance measurement and  
118 performance management, management organizational structure and technology  
119 management; and

120 c. general government oversight, including customer service, worker safety,  
121 the department of assessments; elections; records and licensing; animal control; cable  
122 communications; the county fair; King County international airport; risk management;  
123 veterans, and executive services such as telecommunications, facilities management,  
124 purchasing and real property management.

125 2. In the areas within the committee's purview, the committee shall track state  
126 and federal legislative action and develop recommendations on policy direction for the  
127 biennial budget.

128 **E. Law and justice committee.**

129 1. The committee shall consider and make recommendations on policies relating  
130 to law, safety, criminal justice and emergency management programs, including those  
131 related to: implementation of the charter amendments related to the duties of the sheriff's  
132 office; public safety; adult detention; juvenile justice and youth services; superior and  
133 district courts; judicial administration; prosecuting attorney; public defense; emergency  
134 medical services; office of law enforcement oversight; bail reform; pretrial services;

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135 alternatives to incarceration; and civil rights.

136           2. In the areas within the committee's purview, the committee shall track state  
137 and federal legislative action and develop recommendations on policy direction for the  
138 biennial budget.

139           **F. Local services committee.**

140           1. The committee shall consider and make recommendations on policies relating  
141 to:

- 142           a. surface water management and water supply;
- 143           b. unincorporated and rural areas, including agriculture and rural services;
- 144           c. local government;
- 145           d. permitting and zoning;
- 146           e. county roads and bridges;
- 147           f. levies to support county roads and bridges;
- 148           g. emergency management including disaster response, emergency  
149 preparedness and emergency planning as it pertains to the unincorporated areas;
- 150           h. local services provided by the sheriff;
- 151           i. utility annexations and water and sewer district plans; and
- 152           j. local parks and trails.

153           2. In the areas within the committee's purview, the committee shall track state  
154 and federal legislative action and develop recommendations on policy direction for the  
155 biennial budget.

156           **G. Mobility and environment committee.**

157           1. The committee shall consider and make recommendations on:

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158 a. transportation, including passenger ferries, regional trails and public  
159 transportation including spending plans for new revenue, if any, and fares and fare equity  
160 policies;

161 b. the environment, including:

162 (1) salmon recovery and barriers to recovery such as culverts;

163 (2) resource lands, excluding agriculture;

164 (3) energy;

165 (4) water quality, including wastewater; ~~((and))~~

166 (5) regional parks and open space; and

167 (6) King County Strategic Climate Action Plan; and

168 c. growth management, including regional planning, Countywide Planning  
169 Policies and the Comprehensive Plan.

170 2. In the areas within the committee's purview, the committee shall track state  
171 and federal legislative action and develop recommendations on policy direction for the  
172 biennial budget

173 IV. Motion 10651, Section V, as amended, and OR 2-030 are each amended to  
174 read as follows:

175 **Employment and administration committee.**

176 **A. Duties.**

177 1. In accordance with this section OR 2-030, the committee shall oversee  
178 employment-related issues in the legislative branch, excluding all decisions for those  
179 positions and employees serving councilmembers' personal, district support and  
180 constituent services functions.



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- 181           2. The employment and administration committee shall consider and make  
182 recommendations on:
- 183           a. administrative and personnel-related policies;
  - 184           b. changes to the organization chart established in OR 3-030.A.;
  - 185           c. classification specifications and compensation ranges;
  - 186           d. job descriptions for all positions in the legislative branch;
  - 187           e. hiring chief officers and independent agency officers, in accordance with a  
188 hiring process established by the committee that may include forming a subcommittee to  
189 implement the hiring process. The committee may consult with the board of appeals on  
190 its hiring of the executive director and staff of the board of appeals and the committee  
191 may express its preference; and
  - 192           f. censure related to alleged violations by a councilmember of any  
193 antiharassment or discrimination policy.
- 194           3. The council chair, in consultation with the committee, shall provide oral and  
195 written expectations and counseling regarding employee performance for chief officers  
196 and independent agency officers. The chair of the council, with committee input, shall  
197 establish a process for periodically evaluating the chief officers and independent agency  
198 officers for their performance in performing job duties and achieving goals.
- 199           4.a. The council chair, in consultation with the committee, shall, when  
200 appropriate, issue either written reprimands or performance improvement plans, or both,  
201 regarding employee performance issues of a chief officer or an independent agency  
202 officer that persist, following an oral or written statement of expectations or counseling.
- 203           b. It is the responsibility of the council chair, when appropriate, to recommend

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204 to the committee for approval either suspension without pay or termination of chief  
205 officers or independent agency officers.

206 c. Following a suspension without pay of more than ten working days or  
207 termination hearing decision, a chief officer or independent agency officer subject to the  
208 committee's suspension without pay or termination decision may, within five business  
209 days of being notified of the decision, appeal the decision to the council. An appeal is  
210 filed by delivering a notice of appeal to the clerk of the council.

211 d. A decision of the council to suspend without pay or terminate a chief officer  
212 or independent agency officer is final.

213 e. The chair of the council, with consultation of the committee, may execute a  
214 settlement agreement with a chief officer or independent agency officer.

215 f. A written disciplinary action may not be issued before completion of review  
216 of it by legal counsel or the civil division of the office of the prosecuting attorney. For  
217 the purposes of this subsection A.4., "written disciplinary action" means written  
218 expectations and counseling regarding employee performance issues, reprimands,  
219 performance improvement plans and decisions regarding suspension without pay or  
220 termination of an employee.

221 **B. Committee recommendations and actions.**

222 1. Committee recommendations on matters set out in subsection A.2. of this  
223 section shall be presented to the council as a motion for its consideration.

224 2. For actions authorized under subsection A.3. and 4. of this section, the chair  
225 of the employment and administration committee shall issue notice to the affected  
226 employee upon final action of the committee or council.

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227           **C. Personnel records as confidential.** To the extent permitted by law, personnel  
228 records which would be exempt from public disclosure shall continue to be treated as  
229 confidential and records or portions thereof which are exempt shall be identified as such  
230 and separated from nonexempt records.

231           **D. Construction of section.** Nothing in this section is to be construed to alter the  
232 at-will status of legislative branch employees. This section designed to facilitate the will  
233 of the majority of the council. If there are specific provisions of a collective bargaining  
234 agreement that are different than this section, the collective bargaining agreement shall  
235 prevail.

236           **E. Definitions.** For the purposes of this section OR 2-030:

237           1. "Administrative services staff" are those legislative branch employees  
238 assigned to communications, government relations, administration and clerk blocks in the  
239 organization chart, Attachment A to (~~Motion 15446~~) this motion.

240           2. "Chief officers" includes the chief of staff and chief legal counsel;

241           3. "Directors" includes the clerk of the council, the communication director, the  
242 director of government relations, the director of municipal relations, the director of  
243 operations, the director of equity and social justice and the chief policy officer;

244           4. "Independent agency officers" includes the auditor, the director of law  
245 enforcement oversight, the hearing((s)) examiner(~~(, the King County Flood Control~~  
246 ~~District executive director~~)) and the director of the office of citizen complaints/tax  
247 advisor, which is also known as the ombuds.

248           5. "Legislative services staff" are those legislative branch employees assigned to  
249 the legislative services block in the organization chart, Attachment A to (~~Motion 15446~~)

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250 this motion.

251 V. Motion 11122, Section H, as amended, and OR 2-050 are each amended to  
252 read as follows:

253 **Memberships.** The council designates the following councilmembers, in  
254 addition to the chairs and vice-chairs, as members of the standing committees created in  
255 this motion and the regional committees established in the King County Charter.

256 Budget and fiscal management committee:

257 Members: Claudia Balducci, Kathy Lambert, Joe McDermott,  
258 Dave Upthegrove, Girmay Zahilay.

259 Committee of the whole:

260 Members: All councilmembers.

261 Community, health and housing services committee:

262 Members: Reagan Dunn, Joe McDermott, Dave Upthegrove, Girmay  
263 Zahilay.

264 Employment and administration committee:

265 Members: All councilmembers.

266 Government accountability and oversight committee:

267 Member: Rod Dembowski.

268 Law and justice committee:

269 Members: Claudia Balducci, Rod Dembowski, Reagan Dunn, Jeanne  
270 Kohl-Welles(~~(, Dave Upthegrove)~~).

271 Local services committee:

272 Members: (~~(Claudia Balducci,)~~) Joe McDermott, Girmay Zahilay.

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273 Mobility and environment committee:

274 Members: Claudia Balducci, Kathy Lambert, Jeanne Kohl-Welles, Joe

275 McDermott, Dave Upthegrove, Girmay Zahilay.

276 Regional policy committee:

277 Members: Claudia Balducci, Rod Dembowski, (~~Jeanne Kohl-Welles~~).

278 Alternate: (~~Claudia Balducci~~) Jeanne Kohl-Welles.

279 Regional transit committee:

280 Members: Joe McDermott, Girmay Zahilay.

281 Alternate: Claudia Balducci.

282 Regional water quality committee:

283 Members: Claudia Balducci, Reagan Dunn.

284 Alternate:

285 VI. Motion 10651, Section VI, as amended, and OR 3-010 are each amended to

286 read as follows:

287 **Use of councilmembers' district accounts and district support and constituent**  
288 **services accounts.**

289 A.1. All salaries and benefits for a councilmember and a councilmember's personal  
290 staff shall be paid out of the councilmember's district account, and all salaries and benefits  
291 for a councilmember's district support and constituent services staff shall be paid out of the  
292 councilmember's district support and constituent services account.

293 2.a. The council prohibits councilmembers from hiring as personal or district  
294 support and constituent services staff persons who have been employed within the prior  
295 twelve months:

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296 (1) as a council legislative services staff member classified at range 62 or  
297 above in the King County 10 step annual exempt squared table, or as an administrative  
298 services staff member classified at range 23 or above in the Legislative Branch  
299 Classification Plan; or

300 (2) persons who have been employed as a personal or district support and  
301 constituent services staff member of another currently serving councilmember, except  
302 with the consent of that councilmember.

303 b. District account and district support and constituent services account  
304 moneys cannot be used to pay the salary or benefits of persons prohibited from being  
305 hired as set forth subsection A.2.a. of this section.

306 c. This subsection A.2. shall not apply to any employee hired as a personal  
307 staff member before October 13, 2008.

308 3. The central council account, a district account or a district support and  
309 constituent services account may not be used to fund benefits for employees whose  
310 employment as personal and district support and constituent services staff is prohibited by  
311 subsection A.2. of this section.

312 B.1. All expenditures for mail originating from an individual councilmember's  
313 office shall be paid for out of that councilmember's district account or district support and  
314 constituent services account, except for mailings of ten items or less, which may be paid for  
315 out of the council administration budget, and for postage that may be funded from the  
316 council administration budget subject to the approval of the chair of the council.

317 2. A councilmember shall not send any mass mailing that is deposited in the mail  
318 between the date the councilmember has filed a declaration and affidavit of candidacy with

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319 the department of elections and election day in any year in which an election is to be held  
320 to fill the councilmember's office. However, mailings may be made after the last day for  
321 filing for office if the councilmember has not filed for the office. For the purposes of this  
322 subsection B.2, "mass mailing" means any mailing of more than two hundred pieces that  
323 contains essentially identical messages and that is prepared or sent by or on behalf of an  
324 individual councilmember at council expense.

325 C. All expenditures for rent, office equipment and furniture, utilities and  
326 telephones to support a councilmember's outside district office shall be paid out of the  
327 councilmember's district support and constituent services account.

328 D. All travel expenditures incurred by a councilmember or the councilmember's or  
329 personal staff or the councilmember's district support and constituent services staff shall be  
330 paid for out of the councilmember's district support and constituent services account or  
331 from the council administration budget with the approval of the chair of the council.

332 E. All other expenditures for community meetings, training, publications,  
333 ~~((newspaper advertising, nonnewspaper))~~ advertising, cellular phones, cellular phone  
334 services or other related activities as determined by the councilmember shall be paid out of  
335 the councilmember's district account or from the councilmember's district support and  
336 constituent services account, or from the council administration budget with the approval of  
337 the chair of the council.

338 F. A councilmember is authorized to execute a contract for services, goods or  
339 consulting:

- 340 1. That is awarded following any procurement process in K.C.C. chapter 2.93;  
341 2. Payment for which will be made with moneys from either the councilmember's
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342 district account or district support and constituent services account, or both; and

343 3. That does not exceed fifty thousand dollars.

344 G. Whenever questions about expenditures may arise, a councilmember shall  
345 consult with the chief of staff, legal counsel or the chief of staff's designee as necessary in  
346 considering whether a specific expenditure is authorized by this section OR 3-010.

347 VII. Motion 10651, Section VII, as amended, and OR 3-030 are each amended to  
348 read as follows:

349 **Legislative branch organization.**

350 A. **Organization chart.** The legislative branch shall be organized in accordance  
351 with the organization chart, Attachment A to (~~(Motion 15446)~~) this motion. The chief of  
352 staff shall prepare and file with the clerk of the council a revised organization chart to  
353 replace Attachment A to (~~(Motion 15446)~~) this motion when the organization of the  
354 legislative branch is changed either by any employment and administration committee  
355 decision or by any ordinance, motion, or personnel decision adopted by the council.

356 B. **Chief of staff.** There shall be a council chief of staff who reports to the chair,  
357 and shall be accountable and responsive to all councilmembers. The chief of staff is  
358 responsible for the efficient overall management and administration of the administrative  
359 and legislative services staff as they are defined in OR 2-030. All directors, as defined in  
360 OR 2-030, shall report to the chief of staff. The chief of staff is also responsible for  
361 monitoring the independent agencies of the council. The chief of staff shall be the council's  
362 bargaining lead for all legislative branch bargaining units.

363 C. **Chief policy officer.** There shall be a chief policy officer who, as a director,  
364 reports to the chief of staff and shall be responsive to all councilmembers. As the chief



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365 policy officer is the direct report for the legislative services staff, the chief policy officer is  
366 responsible for: the efficient overall management and administration of the legislative  
367 services staff; development and administration of analytic standards; committee lead and  
368 support assignments; and legislative and policy assignments for analysis.

369 **D. Chief legal counsel.** There shall be a chief legal counsel who reports to the  
370 chair and shall be accountable and responsive to all councilmembers for the provision of  
371 legal services to the council, councilmembers, and administrative and legislative services  
372 staff. The chief legal counsel is responsible for the efficient overall management and  
373 administration of the legal services staff, outside counsel and coordination with the  
374 prosecuting attorney's office.

375 **E. Independent agency officers.** For all the independent agencies, identified in  
376 the organization chart, Attachment A to ~~((Motion 15446))~~ this motion, their officers shall  
377 be appointed by the council and each independent agency officer shall be accountable  
378 and responsible for the efficient overall management and administration of their agencies.  
379 The independent agencies, their officers, managers and staff are subject to the policies  
380 and procedures of the legislative branch.

381 ~~((F. **King County Flood Control District executive director.** The King County  
382 Flood Control District executive director shall report to the county councilmember who  
383 serves as the chair of the King County Flood Control District. The executive director  
384 shall be accountable and responsive to all councilmembers who serve on the King County  
385 Flood Control District board of supervisors. The executive director is responsible for the  
386 efficient overall management and administration of the King County Flood Control  
387 District and the flood control district administration unit and its employees. The~~

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388 ~~executive director is subject to the policies and procedures of the legislative branch.))~~

389 VIII. Motion 14725, Section II, as amended, and OR 3-035 are hereby rescinded.

390

Motion 15791 was introduced on 1/5/2021 and passed as amended by the Metropolitan King County Council on 1/5/2021, 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*  
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Claudia Balducci, Chair

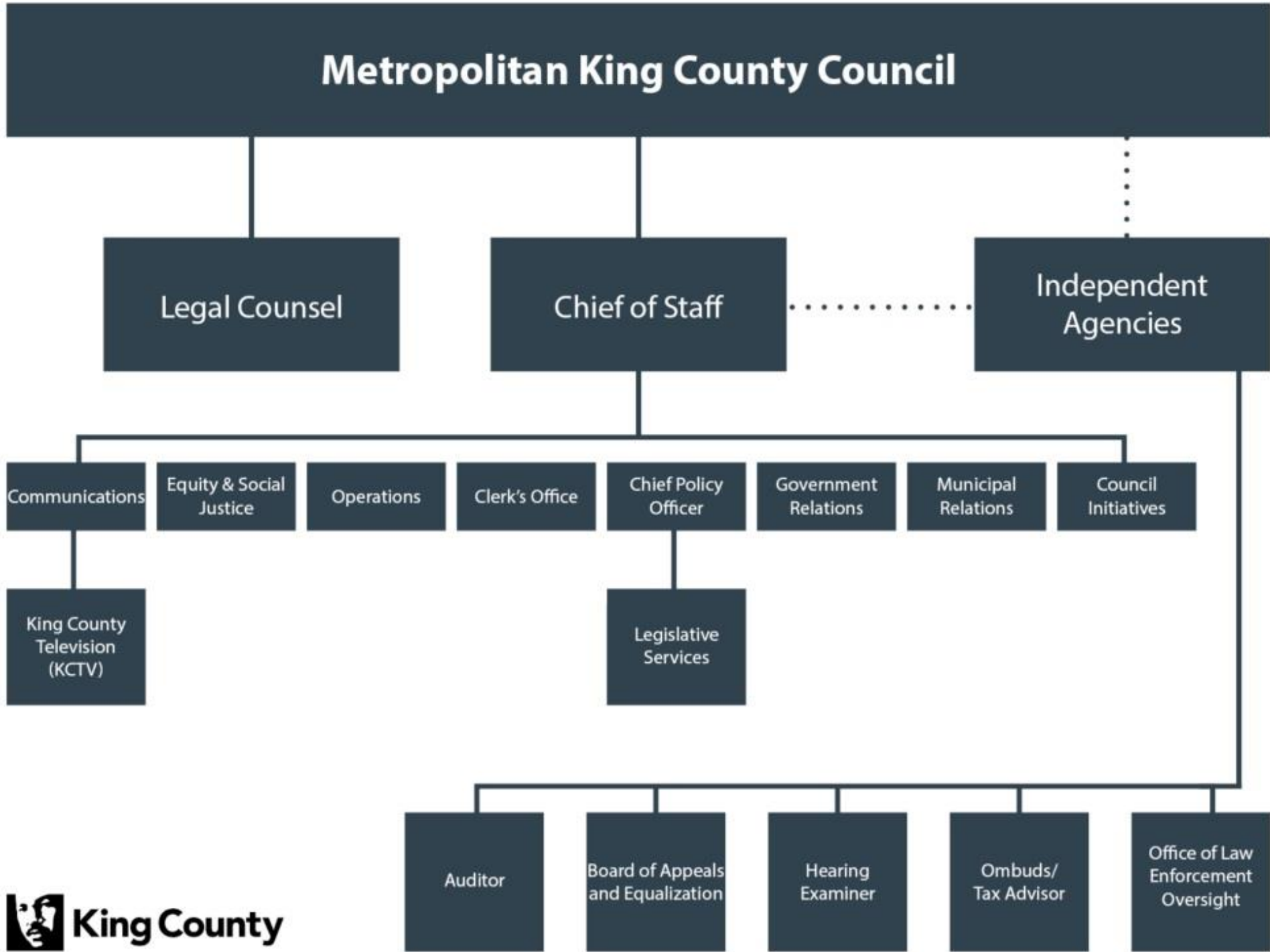
ATTEST:

DocuSigned by:  
*Melani Pedroza*  
8DE1BB375AD3422...

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Melani Pedroza, Clerk of the Council

**Attachments:** A. King County Legislative Branch Organization Chart Last updated 1-5-2021



## Certificate Of Completion

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Supplemental Document Pages: 1	Initials: 0
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	Seattle, WA 98104
	Angel.Allende@kingcounty.gov
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## Signer Events

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

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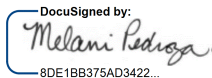
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 Supplemental Documents:

Motion 15791 Attachment A.docx

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

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 8DE1BB375AD3422...  
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 Supplemental Documents:

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## Status

## Timestamp

<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Envelope Sent	Hashed/Encrypted	1/6/2021 4:23:21 PM
Certified Delivered	Security Checked	1/13/2021 10:20:14 AM
Signing Complete	Security Checked	1/13/2021 10:20:30 AM
Completed	Security Checked	1/13/2021 10:20:30 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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