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Introduced By:

CYNTHIA SULLIVAN
RON SIMS

Proposed No.:

96-018

ORDINANCE NO. **12075**

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4
5 AN ORDINANCE relating to organization of the executive
6 branch and assignment of administration duties and
7 responsibilities in K.C.C. Title 2 consistent with
8 reorganization of the executive branch, repealing Ordinance
9 9168, Section 1, Ordinance 11955, Section 3, Ordinance
10 10756, Sections 1 and 2, Ordinance 1128, Sections 1 through
11 7, as amended, Ordinance 144, Sections 1 through 6,
12 Ordinance 137, Sections 1 through 4, as amended, Ordinance
13 346, Sections 1 and 2, Ordinance 1471, Sections 1 through 5,
14 as amended, Ordinance 10004, Section 1, Ordinance 7524,
15 Sections 1, 2, as amended, 3, 4, and 5, Ordinance 8526,
16 Sections 2, 3 and 4, Ordinance 11417, Sections 5 and 7,
17 Ordinance 8577, Section 4, as amended, Ordinance 7790,
18 Sections 2, as amended, 4, as amended, 5, as amended, and 7,
19 Ordinance 10464, Section 12, Ordinance 1168, Section 2,
20 Ordinance 1720, Section 3, as amended, Ordinance 9891,
21 Sections 1 through 4, and Ordinance 11782, Section 3, and
22 K.C.C. 2.12.160, K.C.C. 2.16.210, K.C.C. 2.32.040,
23 K.C.C. 2.32.060, K.C.C. 2.36.010, K.C.C. 2.36.030,
24 K.C.C. 2.36.040, K.C.C. 2.36.045, K.C.C. 2.38.010 through
25 K.C.C. 2.38.080, K.C.C. 2.40.030, K.C.C. 2.40.050,
26 K.C.C. 2.50.040, K.C.C. 2.56.010, K.C.C. 2.56.030,
27 K.C.C. 2.56.040, K.C.C. 2.56.060, K.C.C. 2.58.080,
28 K.C.C. 2.80.020, K.C.C. 2.92.030, and K.C.C. 2.96.040, and
29 adding new sections to K.C.C. 2.12, K.C.C. 2.16,
30 K.C.C. 2.32, K.C.C. 2.36, K.C.C. 2.40, K.C.C. 2.50,
31 K.C.C. 2.56, K.C.C. 2.58, K.C.C. 2.80, K.C.C. 2.92 and
32 K.C.C. 2.96.
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34

35 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

36 SECTION 1. Ordinance 9168, Section 1, Ordinance 11955, Section 3, Ordinance
37 10756, Sections 1 and 2, Ordinance 1128, Sections 1 through 7, as amended, Ordinance
38 144, Sections 1 through 6, Ordinance 137, Sections 1 through 4, as amended, Ordinance
39 346, Sections 1 and 2, Ordinance 1471, Sections 1 through 5, as amended, Ordinance
40 10004, Section 1, Ordinance 7524, Sections 1, 2, as amended, 3, 4, and 5, Ordinance 8526,
41 Sections 2, 3 and 4, Ordinance 11417, Sections 5 and 7, Ordinance 8577, Section 4, as
42 amended, Ordinance 7790, Sections 2, as amended, 4, as amended, 5, as amended, and 7,
43 Ordinance 10464, Section 12, Ordinance 1168, Section 2, Ordinance 1720, Section 3, as
44 amended, Ordinance 9891, Sections 1 through 4, and Ordinance 11782, Section 3, and

1 K.C.C. 2.12.160, K.C.C. 2.16.210, K.C.C. 2.32.040, K.C.C. 2.32.060, K.C.C. 2.36.010,
2 K.C.C. 2.36.030, K.C.C. 2.36.040, K.C.C. 2.36.045, K.C.C. 2.38.010 through
3 K.C.C. 2.38.080, K.C.C. 2.40.030, K.C.C. 2.40.050, K.C.C. 2.50.040, K.C.C. 2.56.010,
4 K.C.C. 2.56.030, K.C.C. 2.56.040, K.C.C. 2.56.060, K.C.C. 2.58.080, K.C.C. 2.80.020,
5 K.C.C. 2.92.030, and K.C.C. 2.96.040 are hereby repealed.

6 NEW SECTION. SECTION 2. There is added to K.C.C. 2.12 a new section to read
7 as follows:

8 **Recorder's operation and maintenance fund.** A. There is hereby established a
9 special revenue fund titled "Recorder's Operation and Maintenance Fund Number 109", for
10 the purpose of having deposited within it all revenues collected from the additional
11 recording fee authorized by Chapter 204, Laws of Washington 1989. This fund shall be a
12 first tier fund as described in K.C.C. 4.08. The revenue contained in this fund shall be
13 expended solely for the purpose of acquiring, installing and maintaining an improved system
14 for copying, preserving and indexing documents recorded in or filed with the King County
15 records and elections division and for further preserving those official documents filed in
16 King County that are deemed archival per state archival standards.

17 B. The director of the department of finance is authorized to invest any monies in the
18 fund not required for immediate expenditure in accordance with the second paragraph of
19 RCW 36.29.020.

20 C. The funds are to be used solely for the purposes authorized by Chapter 204 and
21 shall not be added to the county's Current Expense Fund, but shall be distributed as follows:

22 1. Fifty percent of the revenue generated through this surcharge shall be
23 transmitted monthly to the state treasurer who shall distribute such funds back to the county
24 department of finance and then to the special revenue Fund Number 109 in July of each year
25 pursuant to state law. The portion of the surcharge transmitted to the state shall expire on
26 January 1, 1995 at which time the surcharge shall be reduced to one dollar per instrument.

27 2. Fifty percent of the revenue generated shall be retained by records and
28 elections division and deposited directly into Fund Number 109 and not added to the county
29 Current Expense Fund. On January 1, 1995 the remaining one dollar per instrument shall
30 continue to go into this fund.

1 NEW SECTION. SECTION 3. There is added to K.C.C. 2.16 a new section to read
2 as follows:

3 **County executive and deputy county executive.** A. The county executive shall
4 manage and be fiscally accountable for budgeting and strategic planning which shall include
5 the following:

- 6 1. Plan, prepare and manage, with emphasis on fiscal management and control
7 aspects, the annual operating and capital improvement budgets;
- 8 2. Prepare forecasts of and monitor revenues;
- 9 3. Monitor expenditures and work programs in accordance with Section 475 of
10 the charter;
- 11 4. Develop and prepare expenditure plans and ordinances to manage the
12 implementation of the operating and capital improvement budgets throughout the fiscal
13 year;
- 14 5. Develop and use performance indicators to monitor and evaluate the
15 effectiveness and efficiency of county agencies;
- 16 6. Formulate and implement financial policies regarding revenues and
17 expenditures for the county and other applicable agencies;
- 18 7. Perform program analysis, and contract and performance evaluation review;
- 19 8. Manage and coordinate the implementation by departments of GMA
20 requirements;
- 21 9. Develop proposed policies to address strategic planning, regional planning,
22 implementation of the county's comprehensive plan, economic development, and housing
23 planning;
- 24 10. Develop and oversee the county-wide program for implementation of the
25 county's comprehensive plan, including coordinating the implementation of plans which are
26 developed by departments;
- 27 11. Coordinate county and regional planning with public and private agencies;
- 28 12. Manage programs and develop projects that promote economic development,
29 assist communities and businesses in creating economic opportunities, promote a diversified

1 regional economy, promote job creation with the emphasis on family-wage jobs, and
2 improve county asset management;

3 13. Develop and manage housing programs and projects that implement GMA
4 policies and have not been assigned to a department;

5 14. Prepare interlocal agreements between and/or among the county, cities and
6 providers of necessary urban services such as sewer and water as needed to address
7 common planning issues; and

8 15. Collect and analyze land development, population, housing, natural resource
9 enhancement, and economic activity data to aid decision making and to support
10 implementation of county plans and programs, including benchmarks.

11 B. The deputy county executive shall, at the discretion of the county executive, assist
12 the executive in the management of all county agencies except as otherwise provided by the
13 Charter or by ordinance. The deputy county executive shall manage and be fiscally
14 accountable for the administrative office of human resources management.

15 C. OFFICE OF HUMAN RESOURCES MANAGEMENT. The administrative
16 office of human resources management shall manage and be fiscally accountable for the
17 personnel services division, the employee benefits and well-being division, and the labor
18 relations division. The director of the office, with the concurrence of the deputy county
19 executive, may assign and reassign functions within the office and divisions under the office.

20 1. Personnel Services Division. Subject to assignment and reassignment by the
21 director of the office, the functions of the division include:

22 a. Develop proposed and administer adopted policies and procedures for
23 employment (recruitment, examination and selection), classification and compensation, and
24 salary administration;

25 b. Develop proposed and administer adopted human resources policy;

26 c. Provide technical and human resources information services support; and

27 d. Develop and administer training and organizational development

28 programs, including centralized employee and supervisory training and other employee
29 development programs.

1 2. Employee Benefits and Well-being Division. Subject to assignment and
2 reassignment by the director of the office, the functions of the division include:

3 a. Administer insured and non-insured benefits programs, including health
4 care benefits, leave programs, deferred compensation and other special benefits (e.g.,
5 dependent care assistance, wellness and work/family programs);

6 b. Develop and administer diversity management and employee relations
7 programs, including affirmative action plan development and administration, management
8 and supervisory diversity training, and conflict resolution;

9 c. Develop and administer workplace safety programs, including inspection of
10 work sites and dissemination of safety information to employees to promote workplace
11 safety; and

12 d. Administer the county's self-funded industrial insurance/worker's
13 compensation program, as authorized by Title 51, RCW.

14 3. Labor Relations Division. Subject to assignment and reassignment by the
15 director of the office, the functions of the division include:

16 a. Represent county agencies in the collective bargaining process as required
17 by RCW 41.56;

18 b. Represent county agencies in labor arbitrations, appeals and hearings
19 including those set forth in RCW 41.56 and required by K.C.C. Title 3;

20 c. Administer labor contracts and provide consultation to county agencies
21 regarding the terms and implementation of negotiated labor agreements;

22 d. Advise the executive and council on overall county labor and employee
23 policies;

24 e. Provide labor relations training for county agencies, executive, council and
25 others;

26 f. Oversee the county's unemployment compensation program; and

27 g. Develop and maintain databases of information relevant to the collective
28 bargaining process.

29 NEW SECTION. SECTION 4. There is added to K.C.C. 2.16 a new section to read
30 as follows:

1 **Department of assessments - duties - divisions.** The department of assessments is
2 administered by the county assessor, who performs duties specified by general law. The
3 primary purpose of the department is to establish the value of property in King County
4 subject to ad valorem taxation.

5 The department is responsible to manage and be fiscally accountable for the following
6 divisions:

7 **A. APPRAISAL DIVISION.** The functions of the appraisal division include:

8 1. Cyclic appraisal of all real property in King County, including incorporated
9 areas, for property tax purposes.

10 2. Field inspection and valuation of all real property, new construction and
11 subdivisions.

12 3. Defense of valuations before the King County board of equalization,
13 Washington State Board of Tax Appeals, and in courts of law.

14 **B. PROGRAM PLANNING DIVISION.** The functions of the program planning
15 division include:

16 1. Planning and coordination of computer system requirements for the
17 department, including liaison with the information and telecommunications services division
18 of the department of information and administrative services.

19 2. Statistical analysis and management information reporting to support valuation
20 of property.

21 **C. ADMINISTRATIVE SERVICES DIVISION.** The functions of the
22 administrative services division include:

23 1. Managing the department's public information unit to provide access to
24 computer information regarding assessments, property characteristics, property history, and
25 tax bill information.

26 2. Managing property and office rentals for the department.

27 3. Administrative functions of the department including personnel, budget,
28 payroll, and resources needed by department appraisers to discharge their responsibilities.

29 4. Coordinating all training for department employees.

30 **D. ACCOUNTING DIVISION.** The functions of the accounting division include:

1 1. Setting levy rates, levy codes, and tax district boundaries, certification of the
2 tax roll for collection to the department of finance, exemptions and refunds, entering
3 information in the computer master files and setting up new real property parcels such as
4 plats and condominiums in the assessment files.

5 2. Managing changes in real property and entering them on assessor maps and
6 maintaining map overlays showing taxing districts, levy codes, zoning, appraisal areas, and
7 wetland boundaries.

8 3. Providing work materials to the appraisal division and entering data from the
9 appraisal division into the property based system computer files, maintaining residential and
10 commercial property folios, and processing building permits.

11 E. PERSONAL PROPERTY DIVISION. The functions of the personal property
12 division include:

13 1. Valuation of business related depreciable assets, such as machinery and
14 equipment, in King County.

15 2. Valuation of leased business equipment in King County.

16 3. Valuation of mobile homes in King County.

17 F. DIVISION MANAGER STATUS. Each division manager shall be in an exempt
18 status. Should personnel presently filling a position as division manager have career service
19 status, the position will become exempt when a vacancy occurs.

20 NEW SECTION. SECTION 5. There is added to K.C.C. 2.32 a new section to read
21 as follows:

22 **Fair board.** A. It is the intent of the council to reduce the administrative workload
23 of the King County fair board and to clarify the relationships between, and responsibilities
24 of, the county and the fair board. The King County fair board is hereby designated the
25 following responsibilities:

26 1. To provide recommendations, advise and assist in the planning and conduct of
27 the King County fair;

28 2. To function as a vital point of interface between King County and:

29 a. the citizenry of the county, and

1 b. key participating groups upon whose participation a successful fair
2 depends;

3 3. To actively participate in the activities of the fair, particularly with respect to
4 the agricultural and youth oriented events and activities of the fair;

5 4. To serve in a liaison capacity with participating groups and officials in the
6 King County fair;

7 5. To make recommendations on the proposed King County fair budget;

8 6. The board is authorized and encouraged to communicate directly with the
9 county executive, the county council, and the director of the department of parks and
10 cultural resources at its discretion. Such action is particularly encouraged in those instances
11 where the board considers that its policies or recommendations are not being followed.

12 B. The King County fair board shall consist of the following members, all of whom
13 shall vote except as noted:

14 1. Thirteen members each representing a council district shall be selected by the
15 county executive from a list of one or more nominees presented to him/her by the
16 councilmember representing that district.

17 a. In the event that no nominees are submitted for the district within thirty
18 days from the effective date of the vacancy, the executive may make his/her own selection;

19 b. The terms of office for the member from each council district shall be for a
20 three-year period commencing October 1, except that appointments in districts 10 through
21 13 made pursuant to this Section shall be made subject to Ordinance 11293, terms to be
22 assigned as follows: one member to serve a one-year term; one member to serve a two-year
23 term; and two members to serve three-year terms.

24 2. The director of the King County extension service, or his/her designee;

25 3. One member selected by the King County vocational agriculture instructors'
26 organization (Future Farmers of America);

27 4. Two members selected by the members of the King County 4-H leader's
28 council;

1 5. Two non-voting youth members; one appointed by the agriculture teachers
2 from the membership of the FFA and one appointed by the King County extension agent
3 from the membership of 4-H; and

4 6. One representative from the City of Enumclaw to be appointed by the Mayor
5 of the City of Enumclaw and confirmed by the Enumclaw City Council.

6 C. The King County fair is designated the line responsibility of the department of
7 parks and cultural resources, recreation and aquatics division. Direct operating authority
8 and responsibilities concerning the fair rest with the recreation and aquatics division.

9 D. The King County fair board shall recommend at least three candidates for the
10 position of fair manager to the manager of the recreation and aquatics division. The
11 manager of the recreation and aquatics division shall appoint the fair manager after
12 considering the board's recommendation. The fair manager will report directly to the
13 manager of the recreation and aquatics division. The position will be exempt from career
14 service. The King County fair manager shall attend all regular meetings of the King County
15 fair board and keep the King County fair board informed of all developments concerning the
16 King County fair.

17 E. The King County fair manager and/or the manager of the recreation and aquatics
18 division shall consult with the King County fair board in connection with the submittal of a
19 budget for the operation of the fair and fairgrounds. The proposed budget will be submitted
20 to the King County fair board whose comments and recommended modifications, if any,
21 will be included in or appended to the budget documentation forwarded to the executive
22 and the council. No budget shall be presented for adoption which cannot be shown to have
23 reasonable expectation of operating the fair, its maintenance and proposed improvements
24 from funds accruing from fair revenues.

25 F. All monies received by or on behalf of the fair shall be deposited in the county
26 treasury. All expenditures incurred in operation of the county fair and fair board shall be in
27 accordance with procedures, ordinances and general laws governing the financial
28 administration of King County.

29 G. Capital improvements to the King County fairgrounds at Enumclaw, Washington,
30 shall be paid for from revenues generated by the fair, its revenues and grants, gifts and other

1 moneys accruing to the fair from other than the county Current Expense Fund, unless
2 otherwise provided by ordinance. The use of bonds for purposes of capital improvements
3 may be proposed, subject to approval of the executive and thereafter upon review and
4 approval of the council. No substantial change in land use at the King County fairgrounds
5 or adjacent property will be made without the express approval of the council.

6 H. The fair board shall establish rules governing its operation including provision for
7 removal of members for cause.

8 NEW SECTION. SECTION 6. There is added to K.C.C. 2.32 a new section to read
9 as follows:

10 **Urban arterial advisory board. A. BOARD CREATED.** There is hereby created
11 a King County urban arterial advisory board hereafter to be known as the King County
12 arterial council, and hereinafter referred to as the advisory council.

13 **B. MEMBERSHIP - TERMS.** The advisory council will consist of five members;
14 the director of the department of transportation, who will serve as chairman; two members
15 to be elected officials of incorporated cities or towns of King County other than the city of
16 Seattle; and two members to be licensed engineers practicing as city engineers or directors
17 of public works of incorporated cities or towns of King County, other than the city of
18 Seattle.

19 The four members of the advisory council other than the director of the department
20 of transportation shall serve terms of three years.

21 **C. MEMBERS TO BE RESIDENTS.** Members of the advisory council shall be
22 residents of King County throughout their term and shall serve without compensation.

23 **D. DUTIES.** The advisory council will be responsible for recommending allocation
24 of proceeds of the forward thrust bonds for cities other than Seattle, as issued pursuant to
25 voter adoption of King County Bond Resolution 34569 at the special election held February
26 13, 1968, and as authorized by ordinance of the King County council.

27 The advisory council shall, subject to contractual commitments entered into prior to
28 the date of the ordinance codified in this section, recommend and promulgate rules and
29 procedures to insure proper design procedures as they relate to alignment and geometry,
30 adequate specifications for construction, rules for purchase of right-of-way, and other rules

1 deemed advisable to the conduct of developing an integrated arterial system for the
2 residents of King County.

3 All rules and procedures established by the advisory council shall be made public as
4 currently and hereafter amended.

5 E. RULES OF PROCEDURE. The manager of the road services division shall serve
6 as executive secretary of the advisory council and will be responsible for all records.

7 The manager of the road services division will prepare and forward an agenda for all
8 members prior to each meeting and will prepare and distribute the minutes of each meeting
9 and include a summary of information concerning discussions of the meeting and a review
10 of previous advisory council actions pertinent to discussion subjects.

11 The advisory council may elect additional officers and shall adopt such administrative
12 procedures as are required to accomplish the purposes of this act.

13 The members of the advisory council shall constitute a quorum and a majority of such
14 quorum may secure approval of a transaction of the advisory council.

15 F. FUNDING. For purposes of providing funds to pay the cost of staff services to
16 the advisory council in execution of its duties, the arterial council operating fund was
17 originally created by County Commissioner Resolution 35555 on June 24, 1968. The fund
18 was created from current expense funds to be reimbursed from appropriate capital
19 improvement funds for actual project cost incurred on behalf of the capital improvement
20 projects. The arterial council operating fund is hereby continued without change.

21 Withdrawal from the operating fund to pay the cost of the staff services shall be made
22 on the basis of actual costs.

23 NEW SECTION. SECTION 7. There is added to K.C.C. 2.36 a new section to read
24 as follows:

25 **Flood control zone advisory committee.** RCW 86.15.070 provides permissive
26 authority to counties allowing creation of flood control zone district advisory committees.
27 There shall be continued by this chapter advisory committees in the following flood control
28 zone districts:

29 Cumberland

30 Enumclaw

1 Evans Creek

2 Green River

3 Greenwater River

4 Kimball Creek

5 Patterson Creek

6 Sikes Lake

7 Southwest Lake Sammamish

8 West Lake Sammamish

9 Advisory committees shall consist of five members, appointed by the executive and
10 confirmed by the council, who are residents of the flood control zone boundary, who shall
11 serve two-year terms or until their successor is appointed and qualified.

12 Members of the committee shall serve without compensation.

13 Members of advisory committees will serve as information assemblers and
14 disseminators in flood control zone districts and shall be advisory to the departments of
15 transportation and development and environmental services.

16 NEW SECTION. SECTION 8. There is added to K.C.C. 2.36 a new section to read
17 as follows:

18 **Justice court districting committee.** A. As prescribed by RCW 3.38.010, there is
19 established a justice court districting committee within King County with membership
20 composed of the following:

21 1. A judge of the superior court selected by the judges of that court;
22 2. The prosecuting attorney or a deputy selected by him/her;
23 3. A practicing lawyer of the county selected by the president of the King County
24 Bar Association;

25 4. A judge of an inferior court of the county selected by the president of the
26 Washington State Magistrates Association; and

27 5. The mayor, or his/her representative, of each first, second and third class city
28 of the county;

29 6. One person to represent the fourth class cities of the county, to be designated
30 by the President of the Association of Washington Cities;

1 7. The executive; and

2 8. The county manager of the division of records and elections.

3 B. Duties of the committee and standards for districting shall be as prescribed in
4 RCW 3.38 as amended by the 40th Session of the Legislature or as hereafter revised.

5 NEW SECTION. SECTION 9. There is added to K.C.C. 2.36 a new section to read
6 as follows:

7 **Data processing policy review committee.** A. There is created a data processing
8 policy review committee consisting of one member from each of the following: council,
9 executive, major department heads to be appointed by the executive, prosecuting attorney,
10 assessor, a judicial representative appointed by the presiding judge of the superior court,
11 and ex officio members from the information and telecommunications services division and
12 office of county auditor. The manager of information and telecommunications services
13 division shall be executive secretary to the committee. The members of the committee shall
14 select a chairperson who shall serve at the pleasure of the committee.

15 B. The data processing policy review committee shall be responsible to:

- 16 1. Review short and long range plans for application and equipment;
- 17 2. Promote standardization of systems efforts throughout the county;
- 18 3. Review all new systems development for complete justification based on cost
19 and need;
- 20 4. Establish priorities for system development;
- 21 5. Review allocation of hardware and software between users;
- 22 6. Recommend budgetary changes to council when revised appropriations are
23 required;
- 24 7. Insure compatibility between systems to avoid overlapping and inflexible
25 systems;
- 26 8. Develop procedures to assure adequate user involvement;
- 27 9. Assure adequate internal controls and audit trails exist;
- 28 10. Advise on general matters pertaining to data processing applications;
- 29 11. Not review requests for services costing less than one thousand dollars in
30 total; and

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12. Establish administrative procedures for documentation of every major county electronic data processing system that meets the requirements for the general public, the using department(s) and state and county auditor(s); the documentation to be maintained and kept current by the manager of information and telecommunications services in a library area conveniently located for public use and other interested parties; a current copy of such administrative procedures shall be sent to members of the county council, county auditor and the library area.

C. The data processing policy review committee shall adopt administrative procedures to handle data processing requirements and shall make available copies to the council.

D. The data processing policy review committee shall recommend the initiation of proposed EDP projects or operational programs to the executive except when the council representative determines that such action should be referred to the council. The councilmember has the right to defer action on a proposal until the council approves the policy regarding the proposed system.

E. Presentations of major systems development shall be made at least biannually before the council.

NEW SECTION. SECTION 10. There is added to K.C.C. 2.36 a new section to read as follows:

Data Processing Policy Oversight Committee. A. There is hereby created the Data Processing Policy Oversight Committee (DPPOC) whose members shall be: the data processing policy review committee chair, a council representative, the director of the department of information and administrative services, the director of the department of finance, the chief budget and strategic planning officer, and the manager of the information and telecommunications services division.

B. The project control oversight committee shall be responsible to:

1. Determine which information systems projects will be monitored and reported to the project control oversight committee.
2. Review and approve information system project scopes and schedules.

1 3. Monitor project progress by reviewing monthly project status reports prepared
2 by the information and telecommunications services division.

3 4. Recommend budgetary changes to the executive and council as appropriate
4 when revised appropriations are required.

5 5. Approve reallocation of information and telecommunications services division
6 resources related to work on information systems development projects.

7 6. Prepare an annual status report to the executive and council on all projects
8 under the project control oversight committee purview.

9 7. Approve all information system project requests for proposal (RFP) to ensure
10 the proposals provide sufficient flexibility to integrate other related information systems.
11 No RFP shall be issued for an information system acquisition until it has been approved by
12 the data processing policy oversight committee.

13 C. The council representative has the right to defer action on an issue when the
14 representative determines that an issue should be referred to the full council.

15 NEW SECTION. SECTION 11. There is added to K.C.C. 2.40 a new section to
16 read as follows:

17 **Membership, terms and ex officio members.** A. The commission shall consist of
18 fifteen members; the members shall serve terms of three years as specified in K.C.C. 2.28.

19 B. The fifteen voting members of the commission shall serve without compensation
20 and represent the diversity of the agricultural economy, various agricultural operations, and
21 the regions of the county. Membership should be representative of producers of
22 agricultural commodities and persons with demonstrated knowledge, experience and
23 interest in agricultural real estate, food and feed processing, wholesale and retail marketing,
24 produce buying, direct marketing, supply, and finance. Provided, however, that at least
25 eight of the voting commission members shall be producers as defined in K.C.C. 2.40.020.

26 C. The directors of the departments of parks and cultural resources, development
27 and environmental services, community and human services, public health, natural
28 resources, and construction and facility management, and the King County conservation
29 district may serve as additional members in an ex officio capacity.

1 NEW SECTION. SECTION 12. There is added to K.C.C. 2.40 a new section to
2 read as follows:

3 **Staffing and rules of procedures.** In recognition of the duties described in
4 K.C.C. 2.40.040, the directors of the departments of parks and cultural resources,
5 development and environmental services and community and human services shall be
6 responsible for the staffing and operation of the commission. The commission shall elect
7 officers and shall adopt such administrative procedures as are required to accomplish the
8 purposes of this section.

9 NEW SECTION. SECTION 13. There is added to K.C.C. 2.50 a new section to
10 read as follows:

11 **Staffing.** The department of community and human services shall have lead
12 responsibility, within available resources, for staffing the commission. Staff for the
13 department will respond to the chair of the commission, assisting in the preparation of
14 agendas, securing information and statistics as requested or required for commission
15 projects, keeping members informed about meetings and tasks, communicating with the
16 executive office about appointments of new members as needed, and working with the
17 commission to insure the intent of this chapter is fulfilled.

18 NEW SECTION. SECTION 14. There is added to K.C.C. 2.56 a new section to
19 read as follows:

20 **Declaration of policy and purpose.** Because of the existing and increasing
21 possibility of emergencies which exceed local resources, in order to ensure that the
22 preparations of King County are adequate to deal with such emergencies, to ensure
23 adequate support for search and rescue operations, to manage recovery from such
24 emergencies, to generally protect the public peace, health and safety, and to preserve the
25 lives and property of the people of the county, it is hereby found and declared to be
26 necessary:

27 A. To establish a county organization for emergency management;

28 B. To confer upon the executive the emergency powers necessary for carrying out
29 emergency management functions;

1 C. To represent the emergency management functions of the county in all dealings
2 with public or private agencies pertaining to emergency services and disasters;

3 D. To provide for rendering of mutual aid among the political subdivisions of the
4 state within King County and to cooperate with the state government with respect to
5 carrying out of emergency management functions;

6 E. To provide programs, with intergovernmental cooperation, to educate and train
7 the public to be prepared for emergencies;

8 F. To ensure that to the maximum extent possible all emergency management
9 operations of the county are coordinated with the comparable functions of the state and
10 federal government and with private agencies of every type to the end that the most
11 effective preparation and use may be made of the area's manpower, resources and facilities
12 for dealing with emergencies that may occur.

13 G. To ensure coordination and cooperation consistent with the provisions of
14 RCW 38.52.070, as amended, between divisions, services, and staff of the emergency
15 services functional units of this county, and resolving questions of authority and
16 responsibility that may arise among them.

17 NEW SECTION. SECTION 15. There is added to K.C.C. 2.56 a new section to
18 read as follows:

19 **Emergency management organization - establishment.** There is established
20 pursuant to state law a King County emergency management division, the operation of
21 which shall be the responsibility of the director of the department of information and
22 administrative services. The mission of the emergency management division shall be to
23 provide for the effective direction, control and coordination of county government
24 emergency services functional units, and to provide liaison with other governments and the
25 private sector, in compliance with an approved emergency management plan.

26 NEW SECTION. SECTION 16. There is added to K.C.C. 2.56 a new section to
27 read as follows:

28 **Powers and duties.** A. The director of the department of information and
29 administrative services shall have general supervision and control of the emergency

1 management division and shall be responsible for implementing the provisions of
2 K.C.C. 2.56 in the event of a disaster.

3 B. In performing his/her duties pursuant to this chapter, and to effect its policy and
4 purpose, the executive is further authorized and empowered to:

5 1. Make, amend and rescind the necessary orders, rules, and regulations to
6 implement the provisions of this chapter within the authority conferred upon him/her herein
7 and in K.C.C. 12.52, consistent with the provisions of state law and the plans of the state
8 and federal government.

9 2. Cooperate with the state, federal government, local governments and with
10 other counties, and with private agencies in all matters pertaining to the emergency
11 management operations of the county.

12 3. Prepare a comprehensive plan and program for the emergency management of
13 the county pursuant to state law, and to submit the plan and program including but not
14 limited to elements addressing mitigation activities, preparedness, responses to disasters and
15 emergencies, and recovery operations to the state director of emergency management for
16 his/her recommendations thereto and certification for consistency with the state
17 comprehensive emergency management plan in order to ensure that local emergency
18 operations are coordinated with the state plan and program.

19 4. In accordance with such plan and program for county emergency management,
20 procure supplies and equipment, institute professional and public training programs and
21 public information and educational programs, manage and coordinate disaster drills, and
22 take all other preparatory steps including the full or partial mobilization of the emergency
23 management organization in advance of an actual disaster to ensure the furnishing of
24 emergency management personnel in time of need.

25 5. Act as the hazardous material incident coordinating agency for King County as
26 referenced in federal Title III, the Emergency Planning and Community Right-to-Know Act
27 of 1986, as amended.

28 6. Coordinate preparation of disaster declarations and the appropriate
29 documentation thereof for the purpose of obtaining state and federal relief and assistance.

1 7. Following implementation of the 800 MHz regional emergency
2 communications system, manage and coordinate the county's internal interdepartmental
3 radio communications system and prioritize communications in emergencies which exceed
4 local resources;

5 8. Following implementation of the 800 MHz regional emergency
6 communications system, represent the county concerning the management of the county's
7 share of the system consistent with any interlocal agreements with other jurisdictions.

8 9. On behalf of the county, enter into mutual aid arrangements in collaboration
9 with other public and private agencies within the state for reciprocal emergency aid and
10 assistance in the event of a disaster too great to be dealt with unassisted.

11 10. Delegate any administrative authority vested in him/her pursuant to this
12 chapter and provide for the subdelegation of any such authority.

13 NEW SECTION. SECTION 17. There is added to K.C.C. 2.56 a new section to
14 read as follows:

15 **Continuity of government.** In the event of a disaster, it is essential to assure
16 continued operation of county government, to preserve and protect records essential to the
17 continued functioning of county government, and to provide for the appointment of
18 temporary interim successors to the elected and appointed offices of the county.

19 A. Office of the county executive. In the event that a vacancy exists or occurs in the
20 office of the county executive during or immediately following the occurrence of a disaster
21 requiring the execution of the county's emergency management operations plan, the powers
22 and duties of the office of the county executive, subject to the provisions of the King
23 County Charter, shall be exercised and discharged on an interim temporary basis by the
24 incumbents of the following offices:

25 1. The director, department of public safety.

26 2. In the event the director, department of public safety is unavailable, then the
27 director of the department of natural resources.

28 3. In the event that both the director, department of public safety and the director
29 of the department of natural resources are unavailable, then the director of the department
30 of public health.

1 B. County council. In the event that a disaster reduces the number of
2 councilmembers, then those councilmembers available for duty shall have full authority to
3 act in all matters as the county council. Quorum requirements for the council shall be
4 suspended for the period of the emergency, and where the affirmative vote of a specified
5 proportion of the council is required for approval of an ordinance or other action, the same
6 proportion of those councilmembers available shall be sufficient. As soon as practicable
7 thereafter, the available councilmembers shall act in accordance with the charter and state
8 law to fill existing vacancies on the council.

9 C. Other elected officials. Elected officers of the county, other than the executive
10 and councilmembers, are authorized and directed to designate temporary interim successors
11 to the office of such officer in the event a vacancy occurs during an emergency caused by a
12 disaster.

13 D. Appointed officers. The executive shall, subject to rules and regulations that
14 he/she may adopt, permit each appointed officer of the county to designate temporary
15 interim successors in the event a vacancy occurs during an emergency caused by a disaster.

16 E. Termination of succession. Any county officer succeeding to an office on a
17 temporary interim basis pursuant to this chapter shall exercise and discharge the duties and
18 powers of that office as prescribed by the Charter or by ordinance only until such time as a
19 regularly appointed successor is designated by the customary means.

20 1. Successors to fill vacancies in elective offices shall be appointed by the council
21 pursuant to Section 680 of the King County Charter and the state constitution until a
22 permanent successor is duly elected and qualified.

23 2. Successors to fill vacancies in appointed offices shall be made by the
24 executive, or other authorized officer, subject to the confirmation process where applicable.

25 NEW SECTION. SECTION 18. There is added to K.C.C. 2.58 a new section to
26 read as follows:

27 **Deposit of Proceeds.** All funds collected pursuant to the Levy authorized herein
28 shall be deposited into the King County emergency communications fund, which shall be a
29 first tier fund and shall be invested for its own benefit as set forth in K.C.C. 4.10. Such
30 fund is hereby established, subject to approval by the electors of the ballot proposition

1 contained herein. The King County department of information and administrative services
2 shall be the fund manager and exercise the powers specified in K.C.C 4.08.

3 NEW SECTION. SECTION 19. There is added to K.C.C. 2.80 a new section to
4 read as follows:

5 **Financial gifts credited to trust and contribution fund.** All gifts, bequests and
6 donations of financial assets to the county for purposes specified by the grantor shall be
7 deposited and credited to a trust and contribution fund to be hereafter created by the
8 department of finance. Each such gift, bequest or donation to the county for such a
9 specified purpose shall be accounted for individually within this trust and contribution fund
10 until such time as it has been fully expended.

11 NEW SECTION. SECTION 20. There is added to K.C.C. 2.92 a new section to
12 read as follows:

13 **Duties.** The director of the office of human resources management shall at a
14 minimum:

15 A. Investigate or supervise the investigation of all accidents involving county
16 employees and/or property resulting from department operations;

17 B. Establish and supervise procedures designed to discover and control hazardous
18 conditions and unsafe work practices;

19 C. Inspect all properties and work areas and require reasonable correction to safety
20 deficiencies;

21 D. Select and approve purchase of all safety equipment and establish safety
22 specifications prior to purchase of other equipment of machines;

23 E. Establish safety requirements in addition to minimum state and local rules and
24 regulations where deemed necessary;

25 F. Review all employee suggestions relating to safety to ensure compatibility with
26 federal, state and local codes, rules and regulations;

27 G. Review the safety criteria on all proposed construction projects to be
28 accomplished by private contractors;

29 H. Coordinate or provide training to employees in first aid, driving and other safety
30 related specialty fields;

1 I. Demand immediate cessation of work around any operation or piece of equipment
2 in which he/she believes a hazard exists creating imminent danger to the employees
3 involved;

4 J. Act as liaison between the county, the State Department of Labor and Industries
5 and the Washington Traffic Safety Commission and coordinate activities toward compliance
6 under the Washington State Industrial Safety and Health Act and the Highway Safety Act of
7 1966;

8 K. Coordinate the requirements of the Washington State Traffic Safety Commission
9 within the county.

10 L. Coordinate the county pre-employment physical examination program.

11 NEW SECTION. SECTION 21. There is added to K.C.C. 2.96 a new section to
12 read as follows:

13 **Procurement of vehicles using alternative fuels.** A. Definitions. The following
14 definitions shall apply in the interpretation of this section.

15 1. "Alcohol" means a mixture containing no less than eighty-five percent
16 methanol, ethanol or other alcohols, in any combination, by volume.

17 2. "Alternative fuel" means of propulsion by other than gasoline or diesel fuel and
18 shall include:

19 a. Alcohol.

20 b. Dual energy.

21 c. Electricity.

22 d. Natural gas.

23 e. Propane.

24 f. Human powered.

25 3. "Director" means the director of the department of transportation.

26 4. "Dual Energy" means capable of being operated using an alternative fuel and
27 gasoline or diesel fuel.

28 5. "Purchased" means purchased, leased, borrowed, obtained by gift or otherwise
29 acquired.

1 B. Goals. The director shall ensure that at least fifty percent of the vehicles
2 purchased by King County in 1992 shall operate using alternative fuel. At least seventy-five
3 percent of the vehicles purchased by King County in 1993 shall operate using alternative
4 fuel.

5 C. Alternatives. In order to comply with subsection B of this section, the director
6 may purchase vehicles which are manufactured to operate on alternative fuel, convert newly
7 purchased vehicles to operate on alternative fuel, or any combination thereof.

8 D. Heavy equipment. Heavy equipment which is intended solely for off-road usage
9 and for which the implementation of this section would be infeasible is exempt from the
10 requirements of this chapter.

11 SECTION 22. Severability. The provisions of this ordinance shall be effective in all
12 cases unless otherwise provided by federal law. The provisions of this ordinance are
13 separate and severable. The invalidity of any clause, sentence, paragraph, subdivision,
14 section or other portion of this ordinance or the invalidity of the application thereof to any
15 person or circumstance shall not affect the validity of the remainder of this ordinance or the
16 validity of the application to other persons or circumstances.

17 SECTION 23. Effective date. This ordinance shall take effect on January 1, 1996.

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SECTION 24. Continuation of ordinances. The provisions of this ordinance, so far as they are substantially the same as those of ordinances existing at the time of the enactment of this ordinance, shall be construed as continuations thereof.

INTRODUCED AND READ for the first time this 11th day of

December, 1995

PASSED by a vote of 11 to 0 this 18th day of December, 1995

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Kent Pullen
Chair

ATTEST:

Guadalupe P. P. P.
Clerk of the Council

APPROVED this 21st day of December, 1995

Ray Locke
King County Executive

Attachments:
None