



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**June 2, 2004**

**Ordinance 14921**

**Proposed No.** 2004-0207.3

**Sponsors** Gossett and Phillips

1 AN ORDINANCE relating to real estate asset management  
2 and major capital projects development, establishing a real  
3 estate and major capital projects review joint advisory group  
4 to facilitate coordination and communication between the  
5 executive and council; and adding a new chapter to K.C.C.  
6 Title 4.

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9

**PREAMBLE:**

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The King County budget office projected a thirty-six-million-dollar

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imbalance in 2002 between ongoing current expense revenues and

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ongoing base expenditures, which was produced by a need to backfill

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fourteen million dollars of one time revenues that were unavailable in

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2002 and an additional twenty-two million dollars shortfall due to annual

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growth in expenditures such as wages and benefits that exceeded annual

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growth in revenues.

17

King County is projected to have one hundred fifty-eight million dollars in

18 shortfalls between 2002 and 2006.

19 The metropolitan King County council supported in 2002 a thorough  
20 review and cost-benefit analysis of possible efficiencies to provide  
21 resources necessary to provide county services and make the best use of  
22 county revenues and resources. Due to the projected impacts of ongoing  
23 shortfalls in future years, the council wished to evaluate real property  
24 resources to ensure that county assets were being put to the highest and  
25 best use and that criteria were developed to evaluate the holding of county  
26 assets.

27 The King County council established the properties expert review task  
28 force (PERT) in Ordinance 14106 and tasked that body with the proposal  
29 of criteria for decision making with regard to county owned real property  
30 and capital asset management. The PERT review covered asset  
31 acquisition, management, disposition, as well as recommendations about  
32 King County code changes, staffing resources and potential contracting  
33 that might help the county implement an improved asset management  
34 system.

35 The PERT report recommended the creation of a real estate cabinet that  
36 would include members from the executive and legislative branches that  
37 would make policy level decisions regarding real estate.

38 The King County Charter provides for the separation of powers between  
39 the executive and legislative branches, stating that the council is the policy  
40 determining body and that the executive branch implements those policies

41 under direction of the county executive, who serves as the chief executive  
42 officer of the county.

43 Due to the separation of powers provided for in the King County charter  
44 the PERT recommendation to make policy level decisions through a real  
45 estate cabinet could blur the division of the branches.

46 The council reiterated asset management concerns in Ordinance 14199  
47 and directed that capital asset management be an integral part of a  
48 requested study of the facilities management division organization  
49 structure.

50 The King County council subsequently approved in Motion 11819 and  
51 Motion 11732 the facilities management division reorganization reports,  
52 including a recommended method for providing the council timely  
53 information for policy-level discussion on major real estate and capital  
54 project decisions.

55 The council requested in Motion 11819 that legislation be formally  
56 adopted to create a countywide real estate and major capital projects  
57 oversight committee that would be structured to provide coordination and  
58 policy-level discussion between the executive and legislative branches of  
59 government regarding real estate asset management and major capital  
60 projects.

61 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

62 SECTION 1. The purpose of this ordinance is to establish the real estate  
63 and major capital projects review joint advisory group to provide a forum for early

64 policy level dialogue between the executive and the council on major capital  
65 project and major real estate matters.

66 SECTION 2. Codification. Sections 3 through 7 of this ordinance should  
67 constitute a new chapter in K.C.C. Title 4.

68 NEW SECTION. SECTION 3. Establishment and purpose. The King  
69 County real estate and major capital project review joint advisory group is hereby  
70 established to provide a forum for early policy level dialogue between the  
71 executive and the council on major capital project and major real estate matters.  
72 The joint advisory group should provide the executive and legislative branches of  
73 government an opportunity to explore and discuss emergent projects and issues, as  
74 well as ongoing proposals regarding major capital projects and major real estate  
75 projects. The items for discussion by the group should exclude major technology  
76 projects considered for development and review that are included in the  
77 information technology governance processes pursuant to K.C.C. 2.16.0757 and  
78 2.16.0758.

79 NEW SECTION. SECTION 4. Definitions. The definitions in this  
80 section apply throughout this ordinance unless the context clearly requires  
81 otherwise.

82 A. "Designee" means the person appointed by a group member to  
83 participate on his or her behalf at any given meeting. A designee may be a  
84 councilmember, departmental director, or staff person, as determined by a group  
85 member to represent them.

86 B. "Group" means the real estate and major capital project review joint advisory

87 group established by section 3 of this ordinance.

88 C. "Major capital project" means a capital project as defined in K.C.C. 4.04.020

89 that:

90 1. Has an estimated overall project cost that exceeds ten million dollars; or

91 2. Has an overall project cost that exceeds ten million dollars and is subject to CIP

92 exceptions notification as described in K.C.C. 4.04.020.O; or

93 3. Has an overall project cost that exceeds ten million dollars and exhibits major

94 unanticipated changes affecting scope, schedule or liabilities as determined by either the

95 executive or council; or

96 4. Has significant policy considerations as determined by either the executive or

97 council.

98 D. "Major real estate project" means any real estate transaction meeting the

99 definitions of county owned real property or surplus property as described in K.C.C.

100 chapter 4.56 that:

101 1. Has an estimated value that exceeds one million dollars; or

102 2. Is valued at one million dollars or more and is subject to the processes

103 established in K.C.C. 4.56.070 for acquisition, disposition, lease, sale or transfer of

104 property; or

105 3. Has significant policy considerations as determined by either the executive or

106 council.

107 **NEW SECTION. SECTION 5. Membership, chairmanship and ex officio**

108 **members.**

109 A. The group members shall be the chair of the metropolitan King County

110 council, the chairs of the budget and fiscal management committee and the labor,  
111 operations and technology committee or their successor committees as defined by the  
112 council's organizational motion, and three participants as determined appropriate by the  
113 executive, depending on projects to be discussed. Executive participants may include the  
114 facilities management director, the department of natural resources director, the  
115 department of transportation director, or the office of management and budget director, as  
116 assigned by the executive.

117 B. The chair of the metropolitan King County council and the King County  
118 executive, or their designees, shall serve as group co chairpersons.

119 C. Group members may appoint a designee to participate in any meeting on their  
120 behalf.

121 D. Councilmembers or executive branch persons directly affected by or with  
122 specific knowledge of the real estate or major capital project program areas to be  
123 discussed at a monthly meeting may be invited by any group member to participate as ex  
124 officio members during consideration of that program area.

125 NEW SECTION. SECTION 6. Responsibilities. The group shall explore and  
126 discuss issues surrounding major capital projects and major real estate asset management  
127 matters. The group shall provide a forum for early policy level dialogue, discussion and  
128 input to ensure timely and informed council decisions. The group shall:

129 A. Review and discuss policy matters regarding major capital projects;

130 B. Review and discuss policy matters regarding major real estate asset  
131 management;

132 C. Provide early policy input regarding potential budget initiatives in major

133 capital projects and major real estate matters;

134 D. Provide early policy input regarding long-term strategic real estate asset  
135 management and capital improvement project goals;

136 E. Discuss significant real estate policy issues related to major capital projects;  
137 and

138 F. Assist coordination of capital project and real estate management matters  
139 involving independent elected officials in King County government.

140 **NEW SECTION. SECTION 7. Staffing, rules and procedures.**

141 A. The group shall meet monthly.

142 B. The council and executive shall jointly staff the committee, splitting the  
143 administrative functions equally between the branches of government. The co  
144 chairpersons shall determine administrative assignments, and shall rotate assignments to  
145 maintain equity in workload. The co chairpersons shall strive to keep administrative  
146 functions to a minimum.

147 C. Group members may bring staff as needed to support the activities of the  
148 group.

149 D. Any major capital project or major real estate project that meets the  
150 definitions in section 4 of this ordinance should be added to the group's next monthly  
151 meeting agenda.

152 E. Items for discussion shall be determined and forwarded to group members  
153 before each meeting.

154 F. After each meeting, a list of projects discussed shall be provided to each group  
155 member, each King County councilmember and participating staff. The list should

156 include the council district in which the projects are located.

157           SECTION 8. Enactment. The real estate and major capital projects review joint  
158 advisory group shall begin meeting within thirty days of enactment of this ordinance.

159           SECTION 9. Review. By July 31, 2005, the group shall file with the clerk of the  
160 council and the chair of the council's budget and fiscal management committee, or its  
161 successor committee, a report for distribution to all councilmembers that reviews the  
162 group processes, to include successes and failures. The report is to help determine  
163 whether the committee should expire or continue.

164           SECTION 10. Expiration. The advisory group expires on January 31, 2006. It  
165 is the intent of the council to evaluate the continued need of the committee before the  
166 committee expires and to consider whether to repeal or continue the committee. Should



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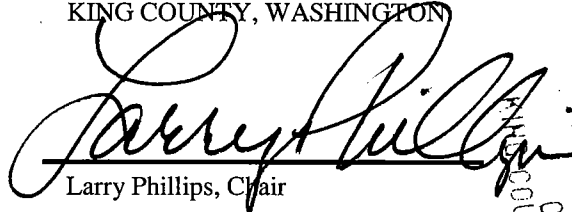
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167 the council choose to repeal the group on January 31, 2006, sections 3 through 7 of this  
168 ordinance expire.  
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Ordinance 14921 was introduced on 4/19/2004 and passed as amended by the Metropolitan King County Council on 6/1/2004, by the following vote:

Yes: 12 - Mr. Phillips, Ms. Edmonds, Mr. von Reichbauer, Ms. Lambert, Mr. Pelz, Mr. McKenna, Mr. Ferguson, Mr. Hammond, Mr. Gossett, Ms. Hague, Mr. Irons and Ms. Patterson  
No: 0  
Excused: 1 - Mr. Constantine

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

  
Larry Phillips, Chair

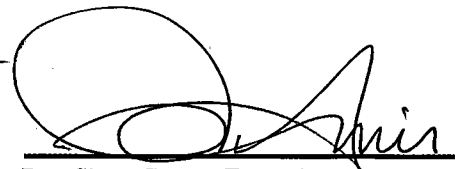
ATTEST:

  
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Anne Noris, Clerk of the Council

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KING COUNTY COUNCIL CLERK

APPROVED this 14 day of June, 2004

  
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Ron Sims, County Executive

Attachments None