



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 19368

Proposed No. 2021-0322.2

Sponsors Balducci

1 AN ORDINANCE authorizing the vacation of a portion of
 2 S. 278th Street, File V-2737; Petitioners: Estate of Marlene
 3 Marie McCartney, James D. McCartney Personal
 4 Representative; Rose Mary and Ryan Dowd; Sharon and
 5 Robert Kiyohara; and Estate of Miriam M. Helgeland,
 6 Jerilyn Helgeland Personal Representative.

7 **STATEMENT OF FACTS:**

- 8 1. A petition has been filed requesting vacation of a portion of S. 278th
 9 Street, hereinafter described.
- 10 2. The department of local services notified utility companies serving the
 11 area and King County departments of the proposed vacation and were
 12 advised that no utility requires an easement over the vacation area. The
 13 vacation shall not extinguish the rights of any utility company to any
 14 existing easements for facilities or equipment within the vacation area.
- 15 3. The department of local services's records indicate that this segment of
 16 right of way is unopened and unmaintained.
- 17 4. The department of local services considers the subject portion of right
 18 of way useless as part of the county road system, believes the public
 19 would benefit by the return of this segment of right of way to the public
 20 tax rolls, and recommends approval of the vacation.

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21 6. Due notice was given in the manner provided by law. The office of the
22 hearing examiner held the public hearing on October 21, 2021.

23 7. As detailed in the November 3, 2021, recommendation, the hearing
24 examiner found that the road segment subject to this petition is not useful
25 as part of the King County road system, concluded that the vacation of this
26 segment of road will benefit the public through the transfer of
27 responsibility for management and return of the property to the public tax
28 roll, and recommended requiring, as a condition of vacation, compensation
29 for two of the petitioners and no compensation for the other two.

30 8. For the reasons stated in the examiner's November 3, 2021, report and
31 recommendation, the council determines that it is in the best interest of the
32 citizens of King County to grant said petition and vacate the right of way.

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

34 SECTION 1. The council, on the effective date of this ordinance, vacates and
35 abandons a portion of S. 278th Street right of way as deeded to King County as described
36 below:

37 That portion of South 278th Street as deeded to King County by deed
38 recorded in Book 1527 of Deeds, Page 264, records of King County,
39 Washington and being delineated on the unrecorded Plat of Star Lake Five
40 Acre Tracts, being more particularly described as follows;

41 BEGINNING at the intersection of the Southerly margin of South 278th
42 Street and the Easterly margin of South Star Lake Road, as delineated on
43 the plat of The Riviera, recorded in Volume 78 of Plats, Page 81, records

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44 of King County, Washington, point being the Northernmost corner of Lot
45 18 of said plat;

46 THENCE North 18°14'21" East, 20.54 feet along said Easterly margin to
47 the Northerly margin of said South 278th Street;

48 THENCE South 58°39'00" East, 435.96 feet along said Northerly margin
49 to the Westerly margin of 40th Avenue South to a point being the

50 Southwest corner of that portion of said 40th Avenue South vacated by
51 King County Ordinance 10412, recorded under Recording Number

52 20020301001076, records of King County, Washington;

53 THENCE South 14°18'55" West, 20.92 feet along said Westerly margin of
54 South 40th Avenue South to the Easternmost corner of Lot 12 of said plat

55 of The Riviera;

56 THENCE North 58°39'00" West, 437.43 feet along the North line of said
57 plat to the POINT OF BEGINNING.

58 Containing 8,734 square feet, more or less.

59 SECTION 2. For the right-of-way abutting parcels 735100-0180 (McCartney)

60 and 735100-0130 (Dowd), there is no compensation requirement or contingencies, and
61 vacation is operative on the effective date of this ordinance.

62 SECTION 3. For the right-of-way abutting parcel 735100-0120 (Kiyohara),

63 vacation is CONTINGENT on petitioner paying \$809 to King County within 90 days of
64 the date the council takes final action on this ordinance. If King County does not receive

65 \$809 by that date, there is no vacation and the associated right-of-way remains King

66 County's. If payment is timely received, the clerk shall record an ordinance against

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67 parcel 735100-0120. Recording an ordinance will signify that payment has been received,
68 the contingency is satisfied, and the right-of-way associated with parcel 735100-0120 is
69 vacated.

70 SECTION 4. For the right-of-way abutting parcel 735100-0140 (Helgeland),
71 vacation is CONTINGENT on petitioner paying \$6,684 to King County within 90 days of
72 the date the council takes final action on this ordinance. If King County does not receive
73 \$6,684 by that date, there is no vacation and the associated right-of-way remains King
74 County's. If payment is timely received, the clerk shall record an ordinance against
75 parcel 735100-0140. Recording an ordinance will signify that payment has been

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- 76 received, the contingency is satisfied, and the right-of-way associated with parcel
77 735100-0140 is vacated.

Ordinance 19368 was introduced on 9/7/2021 and passed by the Metropolitan King County Council on 12/7/2021, by the following vote:

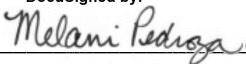
Yes: 8 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles,
Mr. McDermott, Mr. Upthegrove, Mr. von Reichbauer and Mr.
Zahilay
Excused: 1 - Ms. Lambert

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

DocuSigned by:

7E1C273CE9994B6...
Claudia Balducci, Chair

ATTEST:

DocuSigned by:

8DE1BB375AD3422...
Melani Pedroza, Clerk of the Council

APPROVED this _____ day of 12/15/2021, _____.

DocuSigned by:

4FBCAB8196AE4C6...
Dow Constantine, County Executive

Attachments: A. Hearing Examiner Report 11/3/2021

Ordinance 19368

November 3, 2021

**OFFICE OF THE HEARING EXAMINER
KING COUNTY, WASHINGTON**

King County Courthouse
516 Third Avenue Room 1200
Seattle, Washington 98104
Telephone (206) 477-0860
hearingexaminer@kingcounty.gov
www.kingcounty.gov/independent/hearing-examiner

REPORT AND RECOMMENDATION

SUBJECT: Department of Transportation file no. **V-2737**
Proposed ordinance no. **2021-0322**
Adjacent parcel nos. **7351000180, 7351000130, 7351000120, and 7967600140**

ESTATE OF MARLENE AND JAMES MCCARTNEY

Road Vacation Petition

Location: a portion of S. 278th Street right-of-way

Applicants: **Rosemary and Ryan Dowd**
27844 38th Place S.
Auburn, WA 98001
Telephone: (206) 853-4602
Email: rosed@skylineproperties.com

Applicant: Estate of Marlene Marie McCartney
represented by **James McCartney**
27842 38th Place S
Auburn, WA 98001
Telephone: (818) 276-5335
Email: jamesmccartney@hotmail.com

Applicant: Estate of Miriam M. Helgeland
represented by **Jerilyn Helgeland**
3840 Star Lake Road
Auburn, WA 98001
Telephone: (206) 495-5563
Email: jerihelgeland@gmail.com

Applicants: **Sharon and Robert Kiyohara**
35808 SE 29th Street
Auburn, WA 98001
Email: kiyoharas@hotmail.com

King County: Department of Local Services
represented by **Leslie Drake**
201 S Jackson Street
Seattle, WA 98104
Telephone: (206) 477-7764
Email: leslie.drake@kingcounty.gov

FINDINGS AND CONCLUSIONS:

Overview

1. Petitioners request that the County vacate public right-of-way at a portion of the S. 278th Street right-of-way abutting S. Star Lake Road. The Department of Local Services, Road Services Division (Road Services), urges vacation. We conducted the public hearing on behalf of the Council. After hearing witness testimony and observing their demeanor, studying the exhibits entered into evidence, and considering the parties' arguments and the relevant law, **we recommend that the Council approve the vacation, waiving compensation for two of the parcels and requiring it for the other two parcels.**

Background

2. Except as provided herein, we adopt and incorporate the facts set forth in Roads' report and in proposed ordinance no. 2021-0322. That report, and maps showing the specific area to be vacated and the vicinity of the proposed vacation, are in the hearing record and will be attached to the copies of our recommendation submitted to Council.
3. Chapter RCW 36.87 sets the general framework for county road vacations, augmented by KCC chapter 14.40. There are at least four somewhat interrelated inquiries. The first two relate to whether vacation is warranted: is the road useless to the road system and would vacation benefit the public? If the answers to these are both yes, the third and fourth relate to compensation: what is the appraised (or perhaps assessed) value of the right-of-way, and how should this number be adjusted to capture avoided County costs?

4. A petitioner has the burden to show that the “road is useless as part of the county road system and that the public will be benefitted by its vacation and abandonment.” RCW 36.87.020. “A county right of way may be considered useless if it is not necessary to serve an essential role in the public road network or if it would better serve the public interest in private ownership.” KCC 14.40.0102.B. While denial is mandatory (“*shall* not” vacate) where a petitioner fails to make that showing, approval is discretionary where a petitioner shows uselessness and public benefit (“*may* vacate”). RCW 36.87.060(1) (emphasis added).

Is Vacation Warranted?

5. The subject right-of-way is marked as S. 278th Street, but it has never been opened, constructed, or maintained for public use. Ex. 1 at 19. Petitioner Jerilyn Helgeland noted that decades ago they would occasionally drive it to access their property. Petitioner James McCartney noted that dirt bikes sometimes still try to make it up the hill today. Such access appears to have contributed to a worn down depression causing erosion as the edges expand. Ex. 3 at 008. Mr. McCartney explained that his main impetus for pursuing vacation is that his retaining wall is eroding away, sinkholes have developed, and he is worried his foundation may eventually crumble. If he can obtain the right-of-way, then he can expand and rebuild a retaining wall to shore up his home.
6. The right-of-way does not appear to have ever provided even informal access to any property other than to those owned by the Petitioners themselves. Petitioners all have alternative legal access. The Helgeland property is going through the subdivision process, and the proposed lots will not use today’s right-of-way for any type of access.¹ Vacation would have no adverse effect on the provision of access and fire and emergency services to the abutting properties and surrounding area. The right-of-way is not necessary for the present or future public road system for travel or utilities purposes.
7. Our only hesitancy came after a member of the public, Keith Mullen, did his homework and discovered that S. Star Lake Road (the Road) has recently been reclassified from a local road to a collector arterial. That is important, because a collector arterial’s right-of-way should be 84 feet wide, wider than the Road’s existing 60-feet of right-of-way. Mr. Mullen questioned whether the County should vacate the first 24 feet of today’s right-of-way, to keep the option open for expanding the Road to an 84-foot right-of-way.
8. Road Services noted that the County is not requiring the proposed subdivision to dedicate property for an expanded Road. The absence of that requirement is not, by itself, definitive. If the County needed an expanded Road for reasons not directly related to traffic the plat will create, it could not use the preliminary plat process to require the developer to dedicate more property.² So not asking the developer to dedicate additional

¹ Interestingly, the plat surveyor demarked today’s right-of-way as S. 277th St. instead of S. 278th St. Ex. 1 at 041. Whatever the name, it is the same corridor. (Again, there is no actual street.)

² No local government may impose any tax, fee, or charge, either direct or indirect, on the subdivision of land, except where “reasonably necessary as a direct result of the proposed development or plat to which the dedication of land or easement is to apply.” RCW 82.02.020 (*italics added*). This requirement incorporates the nexus and rough

frontage does not necessarily mean a lack of County interest in expanding the right-of-way

9. More to the point, Road Services checked with the County's Traffic and Planning shops and with the Road Engineer, and all clarified that there is no likelihood of actually widening the Road. Essentially, the Road reclassification is a paper transaction that elevates the Road in terms of function and maintenance priorities. There is no plan or funding to physically widen the Road.
10. While we have noted in this and other hearings that if there is a potential for future public access on a right-of-way, the thumb should be on the scale of retaining the public access option, that has been in the context of preserving a *linear* corridor. Here, the important linear corridor is the Road itself, which lies perpendicular to the right-of-way being vacated. If the improbable happened, and decades into the future there was some push to widen the Road, the County would need to acquire the necessary depth for the expansion along the entire length of the project. Needing to re-acquire a few feet of depth along the tip of the right-of-way area being vacated today would add little complexity or cost to a hypothetical future widening project; it would be more in the nature of a rounding error.
11. Typically, utilities get the relevant property owner to sign easements before the vacation goes through. However, but Lumen's policy is to wait until vacation is completed to get an easement. Ex. 19. That is Lumen's call. Petitioners have agreed to provide the easement. That is all anyone can do at this point.
12. We find that the road is useless to the county road system, that the public will benefit from its vacation—saving in expected management and maintenance costs (see directly below)—and that vacation is warranted.

What Compensation is Due?

13. We calculate compensation by starting with the increase in property values the receiving parcel will garner from the extra square footage the (formerly) public right-of-way area adds to the parcel; this figure is generated by the Assessor. However, that is only the starting point, because State and County law allow local legislative branches to adjust the appraised value to reflect the expected value to the public from avoided liability risk, eliminated management costs, and jettisoned maintenance costs, along with increased property taxes. RCW 36.87.070; KCC 14.40.020.A.1. Performance, Strategy, and Budget created that model and updates it annually. Road Services then applies those figures to a given parcel. Exs. 13-16.

proportionality takings tests articulated in [Nollan v. California Coastal Comm'n](#), 483 U.S. 825 (1987), and [Dolan v. City of Tigard](#), 512 U.S. 374 (1994). *Common Sense Alliance v. Growth Management Hearings Bd.*, 189 Wn. App. 1026 (2015) (unpublished).

14. This means that the appropriate level of compensation to require is a somewhat individualized inquiry, producing different results for different parcels. Here there are four different parcels.
15. For the McCartney and Dowd parcels, merging the right-of-way into the private property either adds no value to the receiving parcel, or adds less value than the County gains from avoiding management and maintenance costs and from increased property taxes. Exs. 13-14. Thus, there is no compensation to require prior to finalizing vacation. Vacation can proceed without any contingencies for the right-of-way abutting the McCartney and Dowd parcels.
16. For the other two parcels, merging the right-of-way into the private property adds more value than the County gains from avoiding management and maintenance costs and from increased property taxes. Thus, vacation related to those parcels should be contingent on payment of the calculated compensation. For Kiyohara that is \$809 and for Helgeland, \$6,684. Exs. 15-16.

RECOMMENDATION:

1. We recommend that Council APPROVE proposed ordinance no. 2021-0322 to vacate the subject road right-of-way abutting parcels 735100-0180 (McCartney) and 735100-0130 (Dowd), with no compensation requirement or contingencies.
2. We recommend that Council APPROVE proposed ordinance no. 2021-0322 to vacate the subject road right-of-way abutting parcel 735100-0120 (Kiyohara), CONTINGENT on petitioner paying \$809 to King County within 90 days of the date Council takes final action on this ordinance. If King County does not receive \$809 by that date, there is no vacation and the associated right-of-way remains King County's. If payment is timely received, the Clerk shall record an ordinance against parcel 735100-0120. Recording an ordinance will signify that payment has been received, the contingency is satisfied, and the right-of-way associated with parcel 735100-0120 is vacated.
3. We recommend that Council APPROVE proposed ordinance no. 2021-0322 to vacate the subject road right-of-way abutting parcel 735100-0140 (Helgeland), CONTINGENT on petitioner paying \$6,684 to King County within 90 days of the date Council takes final action on this ordinance. If King County does not receive \$6,684 by that date, there is no vacation and the associated right-of-way remains King County's. If payment is timely received, the Clerk shall record an ordinance against parcel 735100-0140. Recording an ordinance will signify that payment has been received, the contingency is satisfied, and the right-of-way associated with parcel 735100-0140 is vacated.

DATED November 3, 2021.



David Spohr
Hearing Examiner

NOTICE OF RIGHT TO APPEAL

A person appeals an Examiner recommendation by following the steps described in KCC 20.22.230, including filing with the Clerk of the Council a sufficient appeal statement and a \$250 appeal fee (check payable to the King County FBOD), and providing copies of the appeal statement to the Examiner and to any named parties listed on the front page of the Examiner’s recommendation. Please consult KCC 20.22.230 for exact requirements.

Prior to the close of business (4:30 p.m.) on **November 29, 2021**, an electronic copy of the appeal statement must be sent to Clerk.Council@kingcounty.gov and a paper copy of the appeal statement must be delivered to the Clerk of the Council's Office, Room 1200, King County Courthouse, 516 Third Avenue, Seattle, Washington 98104. Prior mailing is not sufficient if the Clerk does not actually receive the fee and the appeal statement within the applicable time period.

Unless the appeal requirements of KCC 20.22.230 are met, the Clerk of the Council will place on the agenda of the next available Council meeting a proposed ordinance implementing the Examiner’s recommended action.

If the appeal requirements of KCC 20.22.230 are met, the Examiner will notify parties and interested persons and will provide information about “next steps.”

MINUTES OF THE OCTOBER 21, 2021, HEARING ON THE ROAD VACATION PETITION OF ESTATE OF MARLENE AND JAMES MCCARTNEY, DEPARTMENT OF TRANSPORTATION FILE NO. V-2737

David Spohr was the Hearing Examiner in this matter. Participating in the hearing were James McCartney, Leslie Drake, Jerilyn Helgeland, and Keith Mullen.

The following exhibits were offered and entered into the hearing record by the Department:

- | | |
|----------------|--|
| Exhibit no D1. | Roads Services report to the Hearing Examiner, sent October 6, 2021 |
| Exhibit no D2. | Letter from Clerk of the Council transmitting petition, dated September 17, 2020 |
| Exhibit no D3. | Petition for vacation of a county road, transmitted September 16, 2020 |
| Exhibit no D4. | Letter to Petitioner acknowledging receipt of petition dated October 15, 2020 |
| Exhibit no D5. | Vacation area map |
| Exhibit no D6. | Legal description and vacation area as prepared by Petitioner’s surveyor |
| Exhibit no D7. | KC Assessor’s information for Petitioner McCartney property, APN 73510000180 |

- Exhibit no D8. KC Assessor’s information for Petitioner Dowd property, APN 73510000130
- Exhibit no D9. KC Assessor’s information for Petitioner Kiyohara property, APN 73510000120
- Exhibit no D10. KC Assessor’s information for Petitioner Helgeland property, APN 73510000140
- Exhibit no D11. Final stakeholder notification with vicinity and site map, sent May 19, 2017
- Exhibit no D12. Emails with Assessor’s Office on valuation of vacation area
- Exhibit no D13. Compensation calculation model spreadsheet for Petitioner McCartney property, APN 7351000180
- Exhibit no D14. Compensation calculation model spreadsheet for Petitioner Dowd property, APN 7351000130
- Exhibit no D15. Compensation calculation model spreadsheet for Petitioner Kiyohara property, APN 7351000120
- Exhibit no D16. Compensation calculation model spreadsheet for Petitioner Helgeland property, APN 7351000140
- Exhibit no D17. Letter to Petitioner including County Road Engineer report, dated April 5, 2021
- Exhibit no D18. Road Engineer report
- Exhibit no D19. Emails regarding easement to Lumen
- Exhibit no D20. Letter to KC Council transmitting proposed ordinance, dated August 19, 2021
- Exhibit no D21. Proposed ordinance
- Exhibit no D22. Fiscal note
- Exhibit no D23. Affidavit of posting
- Exhibit no D24. Reserved for future submission of Affidavit of publication*

The following exhibits were offered and entered into the hearing record by the Public:

- Exhibit no. P1. Comment from Keith Mullen, received October 18, 2021

DS/jo

Certificate Of Completion

Envelope Id: 839176D3E83242C2AA3D8AD0A6154072	Status: Completed
Subject: Please DocuSign: Ordinance 19368.docx, Ordinance 19368 Attachment A.docx.pdf	
Source Envelope:	
Document Pages: 5	Signatures: 3
Supplemental Document Pages: 7	Initials: 0
Certificate Pages: 5	Envelope Originator:
AutoNav: Enabled	Cherie Camp
Envelopeld Stamping: Enabled	401 5th Ave
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Suite 100
	Seattle, WA 98104
	Cherie.Camp@kingcounty.gov
	IP Address: 198.49.222.20


Record Tracking

Status: Original	Holder: Cherie Camp	Location: DocuSign
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Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County General (ITD)	Location: DocuSign

Signer Events

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

Signature

DocuSigned by:

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Timestamp

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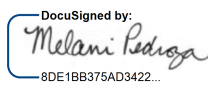
Electronic Record and Signature Disclosure:

Not Offered via DocuSign
 Supplemental Documents:

Ordinance 19368 Attachment A.docx.pdf

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 Read: Not Required
 Accepted: Not Required

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

DocuSigned by:

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Electronic Record and Signature Disclosure:

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 Supplemental Documents:

Ordinance 19368 Attachment A.docx.pdf

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Dow Constantine
 Dow.Constantine@kingcounty.gov
 Security Level: Email, Account Authentication (None)

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 Supplemental Documents:

Ordinance 19368 Attachment A.docx.pdf

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Signer Events	Signature	Timestamp
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Accepted: Not Required

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Kaitlyn Wiggins

kwwiggins@kingcounty.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
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COPIED

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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	12/15/2021 5:00:03 PM
Completed	Security Checked	12/15/2021 5:00:03 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO King County ITD (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO King County ITD:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bob.johnson@kingcounty.gov

To advise Carahsoft OBO King County ITD of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at bob.johnson@kingcounty.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

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