

1 AN ORDINANCE relating to consolidation of
2 King County Divisions within the Department
3 of Executive Administration and amending
4 Ordinance No. 1438, Section 3, Subsection (e),
5 and K.C.C. 2.16.080, and adding a new section.

6 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

7 SECTION 1. Ordinance No. 1438, Section 3, Subsection (e)
8 as amended by Ordinance No. 1821, Section 2, Subsection (7) and
9 K.C.C. 2.16.080 are hereby amended to read as follows:

10 DEPARTMENT OF EXECUTIVE ADMINISTRATION. The department of
11 executive administration shall be under the direction of the
12 county administrative officer and shall include the following:

13 (1) COMPTROLLER-PURCHASING DIVISION. The comptroller-
14 purchasing division shall prescribe the accounting procedures to be
15 used by the county after coordination with the budget division,
16 shall collect all county revenue, ((and)) shall make all dis-
17 bursements, and investment of county funds, shall contract for
18 all services and public works which are not performed by county
19 employees, and shall purchase all personal property purchased by
20 the county, and shall provide advisory services on avoidance of
21 risk and insurance for the county.

22 (2) PERSONNEL DIVISION. The personnel division shall have
23 the responsibilities established by Article 5 of the Charter and
24 shall perform any other duties assigned to it by the county
25 administrative officer.

26 (3) SYSTEMS SERVICES DIVISION. The systems services divi-
27 sion shall establish and maintain a modern system for
28 processing information in accordance with the needs of county
29 government.
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1 (~~(4) PROPERTY AND PURCHASING DIVISION. The property and~~
 2 ~~purchasing division shall assign the use of all real and personal~~
 3 ~~property owned or leased by the county, shall maintain all~~
 4 ~~property unless its maintenance is otherwise assigned by the~~
 5 ~~Charter, by ordinance, or by the county executive, shall negotiate~~
 6 ~~the lease or sale of county property, shall contract for all~~
 7 ~~services and public works which are not performed by county~~
 8 ~~employees and shall purchase all real and personal property~~
 9 ~~purchased by the county.))~~

10 (4) REAL ESTATE DIVISION. The real estate division shall
 11 assign the use of all real property owned or leased by the county,
 12 shall maintain all property unless its maintenance is otherwise
 13 assigned in the Charter, by ordinance or by the county executive,
 14 shall regulate the lease or sales of county property, and shall
 15 purchase all real property purchased by the county.

16 (5) RECORDS AND ELECTIONS DIVISION. The records and
 17 elections division shall record, file and register all documents
 18 presented to it which by general law may be recorded, filed and
 19 registered to provide constructive legal notice and all other
 20 documents specified by ordinance; shall maintain the county
 21 archives to store all county records which should not be
 22 destroyed and which are not necessary for current operation of
 23 county government; shall be responsible for the registration of
 24 voters in the county; and shall conduct all special and general
 25 elections held in the county;

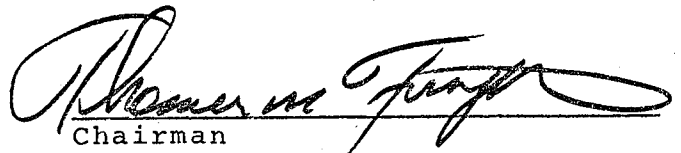
26 (6) GENERAL SERVICES DIVISION. The general services
 27 division shall administer regulations of the county requiring
 28 business, motor vehicle and marriage licenses, shall administer
 29 functions related to licensing, veterans and control of animals,
 30 and other functions assigned by the county administrative officer.

(7) FACILITIES MANAGEMENT DIVISION. The facilities management division shall be responsible for the management of county facilities, shall provide management in the King County Automotive Center and shall assign the use of all personal property owned or leased by the county and shall maintain inventory listings of these items.

INTRODUCED AND READ for the first time this 6th day of May, 1974.

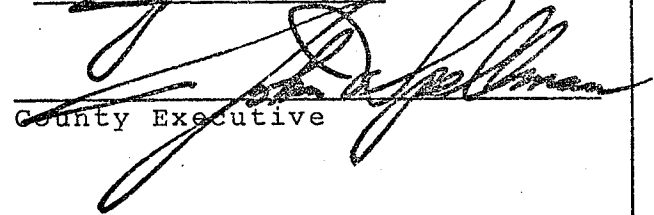
PASSED this 27th day of May, 1974.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


Chairman

ATTEST:


Clerk of the Council

APPROVED this 6th day of June, 1974

County Executive

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