



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 20020

Proposed No. 2025-0289.3

Sponsors Balducci

1 AN ORDINANCE relating to establishing the Harborview
2 construction and infrastructure division in the department
3 of executive services; and amending Ordinance 14199,
4 Section 11, as amended, and K.C.C. 2.16.035 and
5 Ordinance 11955, Section 12, as amended, and K.C.C.
6 2.16.100.

7 STATEMENT OF FACTS:

8 1. The Harborview construction and infrastructure division ("the HCID")
9 of King County's department of executive services shall be responsible for
10 managing all county capital projects at Harborview Medical Center,
11 including those paid for through the 2020 Proposition 1 Levy and the
12 annual property tax authorized under RCW 36.62.090. The 2026-2027
13 proposed operating and capital budgets for county-managed projects at
14 Harborview is \$425 million.

15 2. The nature of the programs for which the HCID shall be responsible is
16 financially significant and the public health policy implications for the
17 projects will have a long-term effect on the residents of King County. For
18 example, the \$1.74 billion 2020 Proposition 1 Levy will support public
19 health, safety and seismic improvements to Harborview Medical Center
20 facilities, including construction of a new hospital bed tower and

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21 renovation and upgrading of existing facilities. The bed tower is projected
 22 to open in 2032. The policy implications from this will directly impact the
 23 county's ability to continue providing medical and trauma services to
 24 residents, including Harborview's mission population, with the HCID as
 25 the lead agency on determining the county's needs for capital projects at
 26 Harborview.

27 3. Having the director of this vital division confirmed by the council will
 28 enhance the accountability and performance of King County's capital
 29 facilities programming at Harborview.

30 4. Irrespective of the title used by the executive branch regarding the
 31 position that is responsible for managing the HCID, under K.C.C.

32 2.16.020.D., divisions are headed by managers.

33 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

34 SECTION 1. Findings. The county council has determined due to the nature of
 35 the programs involved and the public policy implications, appointment of director of the
 36 Harborview construction and infrastructure division shall be subject to confirmation by
 37 the council in accordance with K.C.C. 2.16.100.

38 SECTION 2. Ordinance 14199, Section 11, as amended, and K.C.C. 2.16.035 are
 39 hereby amended to read as follows:

40 A. The county administrative officer shall be the director of the department of
 41 executive services. The department shall include the records and licensing services
 42 division, the finance and business operations division, the facilities management division,
 43 the fleet services division, the airport division, the office of risk management services, the

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administrative office of emergency management, ~~((and))~~ the administrative office of the business resource center, and the Harborview construction and infrastructure division. In addition, the county administrative officer shall be responsible for providing staff support for the board of ethics.

B. The duties of the records and licensing services division shall include the following:

1. Issuing marriage, vehicle/vessel, taxicab and for-hire driver and vehicle, and pet licenses, collecting license fee revenues, and providing licensing services for the public;
2. Enforcing county and state laws relating to animal control;
3. Managing the recording, processing, filing, storing, retrieval, and certification of copies of all public documents filed with the division as required;
4. Processing all real estate tax affidavits; and
5. Acting as the official custodian of all county records, as required by general law, except as otherwise provided by ordinance.

C. The duties of the finance and business operations division shall include the following:

1. Monitoring revenue and expenditures for the county. The collection and reporting of revenue and expenditure data shall provide sufficient information to the executive and to the council. The division shall be ultimately responsible for maintaining the county's official revenue and expenditure data;
2. Performing the functions of the county treasurer;

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- 66 3. Billing and collecting real and personal property taxes, local improvement
67 district assessments, and gambling taxes;
- 68 4. Processing transit revenue;
- 69 5. Receiving and investing all county and political subjurisdiction moneys;
- 70 6. Managing the issuance and payment of the county's debt instruments;
- 71 7. Managing the accounting systems and procedures;
- 72 8. Managing the fixed assets system and procedures;
- 73 9. Formulating and implementing financial policies for other than revenues and
74 expenditures for the county and other applicable agencies;
- 75 10. Administering the accounts payable and accounts receivable functions;
- 76 11. Collecting fines and monetary penalties imposed by district courts;
- 77 12. Developing and administering procedures for the procurement of and
78 awarding of contracts for tangible personal property, services, professional or technical
79 services, and public work in accordance with K.C.C. chapter 2.93 and applicable federal
80 and state laws and regulations;
- 81 13. Establishing and administering procurement and contracting methods, and
82 bid and proposal processes, to obtain such procurements;
- 83 14. In consultation with the prosecuting attorney's office and office of risk
84 management services, developing and overseeing the use of standard procurement and
85 contract documents for such procurements;
- 86 15. Administering contracts for goods and services that are provided to more
87 than one department;

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16. Providing comment and assistance to departments on the development of specifications and scopes of work, in negotiations for such procurements, and in the administration of contracts;

17. Assisting departments to perform cost or price analyses for the procurement of tangible personal property, services, and professional or technical services, and price analysis for public work procurements;

18. Developing, maintaining, and revising as may be necessary from time to time the county's general terms and conditions for contracts for the procurement of tangible personal property, services, professional or technical services, and public work;

19. Managing and developing financial policies for borrowing of funds, financial systems, and other financial operations for the county and other applicable agencies;

20. Managing the contracting opportunities program to increase opportunities for small contractors and suppliers to participate on county-funded contracts. Also, the finance and business operations division shall submit an annual report as required by K.C.C. 2.97.090;

21. Managing the apprenticeship program to optimize the number of apprentices working on county construction projects. Also, the finance and business operations division shall submit an annual report as required by K.C.C. 12.16.175; and

22. Serving as the disadvantaged business enterprise liaison officer for federal Department of Transportation and other federal grant program purposes. The disadvantaged business enterprise liaison officer shall have direct, independent access to the executive on disadvantaged business enterprise program matters consistent with 49

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111 C.F.R. Sec. 26.25. For other matters, the disadvantaged business enterprise liaison
 112 officer shall report to the manager of the finance and business operations division.

113 D. The duties of the facilities management division shall include the following:

114 1. Overseeing space planning for county agencies;

115 2. Administering and maintaining in good general condition the county's
 116 buildings except for those managed and maintained by the department of natural
 117 resources and parks and the Metro transit department as provided in K.C.C. chapter 4.56;

118 3. Operating security programs for county facilities except as otherwise
 119 determined by the council;

120 4. Administering all county facility parking programs except for public
 121 transportation facility parking;

122 5. Administering the supported employment program;

123 6. Managing all real property owned or leased by the county, except as provided
 124 in K.C.C. chapter 4.56, ensuring, where applicable, that properties generate revenues
 125 closely approximating fair market value;

126 7. Maintaining a current inventory of all county-owned or leased real property;

127 8. Functioning as the sole agent for the disposal of real properties deemed
 128 surplus to the needs of the county;

129 9. In accordance with K.C.C. chapter 4A.100, providing support services to
 130 county agencies in the acquisition of real properties, except as otherwise specified by
 131 ordinance;

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- 132 10. Issuing oversized vehicle permits and issuing franchises, permits, and
133 easements for the use of county property except franchises for cable television and
134 telecommunications;
- 135 11. Overseeing the development of capital projects for all county agencies
136 except for specialized roads, solid waste, public transportation, airport, water pollution
137 abatement, surface water management projects, and parks and recreation;
- 138 12. Being responsible for all general projects, such as office buildings or
139 warehouses, for any county department including, but not limited to, the following:
- 140 a. administering professional services and construction contracts;
- 141 b. acting as the county's representative during site master plan, design, and
142 construction activities;
- 143 c. managing county funds and project budgets related to capital projects;
- 144 d. assisting county agencies in the acquisition of appropriate facility sites;
- 145 e. formulating guidelines for the development of operational and capital
146 project plans;
- 147 f. assisting user agencies in the development of capital projects and project
148 plans, as defined and provided for in K.C.C. chapter 4A.100;
- 149 g. formulating guidelines for the use of life cycle cost analysis and applying
150 these guidelines in all appropriate phases of the capital process;
- 151 h. ensuring the conformity of capital project plans with the adopted space plan;
- 152 i. developing project cost estimates that are included in capital project plans,
153 site master plans, capital projects, and project budget requests;

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- 154 j. providing advisory services, feasibility studies, or both services and studies
 155 to projects as required and for which there is budgetary authority;
- 156 k. coordinating with user agencies to assure user program requirements are
 157 addressed through the capital development process as set forth in this chapter and in
 158 K.C.C. chapter 4A.100;
- 159 l. providing engineering support on capital projects to user agencies as
 160 requested and for which there is budgetary authority; and
- 161 m. providing assistance in developing the executive budget for capital projects;
 162 and
- 163 13. Providing for the operation of a downtown winter shelter for homeless
 164 persons between October 15 and April 30 each year.
- 165 E. The duties of the fleet services division shall include the following:
- 166 1. Acquiring, maintaining, and managing the motor pool equipment rental and
 167 revolving fund for fleet vehicles and equipment, the equipment rental and revolving fund
 168 and the wastewater equipment rental and revolving fund. Metro transit department
 169 vehicles determined by the Metro transit department director to be intricately involved in
 170 or related to providing public transportation services shall not be part of the motor pool;
- 171 2. Establishing rates for the rental of equipment and vehicles;
- 172 3. Establishing terms and charges for the sale of any material or supplies that
 173 have been purchased, maintained, or manufactured with money from the motor pool and
 174 equipment revolving fund, the equipment rental and revolving fund, and the wastewater
 175 equipment rental and revolving fund;

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176 4. Managing fleet and equipment training programs, stores function, and vehicle
177 repair facilities;

178 5. Administering the county alternative fuel program and take-home assignment
179 of county vehicles policy; and

180 6. Inventorying, monitoring losses, and disposing of county personal property in
181 accordance with K.C.C. chapter 4.56.

182 F. The duties of the airport division shall include managing the maintenance and
183 operations of the King County international airport, and shall include the following:

184 1. Developing and implementing airport programs under state and federal law
185 including preparing policy recommendations and service models;

186 2. Managing and maintaining the airport system infrastructure;

187 3. Managing, or securing services from other divisions, departments, or entities
188 to perform the design, engineering, and construction management functions related to the
189 airport capital program, including new facilities development and maintenance of
190 existing infrastructure; providing support services such as project management,
191 environmental review, permit, and right-of-way acquisitions, schedule and project control
192 functions; and

193 4. Preparing and administering airport service and supporting capital facility
194 plans and periodic updates.

195 G. The duties of the office of risk management services shall include the
196 management of the county's insurance and risk management programs consistent with
197 K.C.C. chapter 2.21.

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198 H. The duties of the administrative office of emergency management shall
199 include the following:

- 200 1. Preparing and planning for emergencies and disasters;
- 201 2. Providing effective direction, control, and coordination of operations before,
202 during, and after emergencies and disasters; and
- 203 3. Being responsible for the emergency management functions defined in
204 K.C.C. chapter 2.56 and K.C.C. 2A.310.

205 I. The duties of the administrative office of the business resource center shall
206 include the following:

- 207 1. The implementation and maintenance of those systems necessary to generate
208 a regular and predictable payroll through the department of human resources;
- 209 2. The implementation and maintenance of those systems necessary to provide
210 regular and predictable financial accounting and procedures through the finance and
211 business operations division;
- 212 3. The implementation and maintenance of those systems necessary to generate
213 regular and predictable county budgets, budget reports, and budget management tools for
214 the county; and
- 215 4. The implementation and maintenance of the human resources systems of
216 record for all human resources data for county employment purposes.

217 J. The duties of the Harborview construction and infrastructure division shall
218 pertain to the Harborview Medical Center, which is generally described in the definition
219 of "medical center" in K.C.C. 2.42.010. For the purposes of this section, Harborview
220 Medical Center specifically includes those current and future capital projects at locations

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221 or buildings to be added to the medical center. The duties of the division include the
 222 following:

223 1. Managing the planning, contracting, and construction of all county capital
 224 projects at Harborview Medical Center, including new construction and major
 225 maintenance projects in accordance with K.C.C. chapter 2.42;

226 2. Managing the planning, contracting and construction of all other capital
 227 projects at Harborview Medical Center not otherwise planned, contracted, and
 228 constructed by the University of Washington in accordance with K.C.C. chapter 2.42 or
 229 the hospital services agreement; and

230 3. Serving as the lead agency in directing and coordinating capital budget
 231 requests from Harborview Medical Center, including ensuring that budget requests are
 232 compatible with the county's budgeting process.

233 SECTION 3. Ordinance 11955, Section 12, as amended, and K.C.C. 2.16.100 are
 234 hereby amended to read as follows:

235 A. Exemptions from the requirements of the career service personnel system
 236 shall be consistent with the provisions of Sections 550, 350.10 and 350.20 of the King
 237 County Charter. Key subordinate units, as determined by the county council, and
 238 departmental divisions shall be considered to be executive departments. Divisions of
 239 administrative offices shall be considered to be administrative offices for the purpose of
 240 determining the applicability of the charter provisions.

241 B. The county administrative officer, directors, chief officers and supervisors of
 242 departments, administrative offices, divisions, key subordinate units and other units of

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county government as required by law shall be exempt from the requirements and provisions of the career service personnel system.

C.1. The following are determined by the council to be key subordinate units due to the nature of the programs involved and their public policy implications and appointments to these positions shall be subject to confirmation by the council:

a. the chief information officer of the administrative office of information resource management;

b. the deputy director of the department of elections;

c. the manager of the records and licensing services division; ~~((and))~~

d. the ~~((director))~~ manager of the road services division; and

e. the manager of the Harborview construction and infrastructure division; however, if the Harborview construction and infrastructure director in the executive's office as of the effective date of this ordinance is made the inaugural manager of the division, then that person shall not require confirmation.

2. When an ordinance is enacted designating a position as a key subordinate unit, no person then serving in the position shall continue to serve for more than ninety days after such an enactment, unless reappointed by the executive and confirmed by the council.

D. If an administrative assistant or a confidential secretary, or both, for each director, chief officer of an administrative office and supervisor of a key subordinate unit

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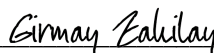
263 are authorized, those positions are exempt from the requirements and provisions of the
264 career service personnel system.

Ordinance 20020 was introduced on 10/7/2025 and passed as amended by the
Metropolitan King County Council on 11/18/2025, by the following vote:

Yes: 9 - Balducci, Barón, Dembowski, Dunn, Mosqueda, Perry,
Quinn, von Reichbauer and Zahilay

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Signed by:



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Girmay Zahilay, Chair

ATTEST:

DocuSigned by:



8DE1BB375AD3422...

Melani Hay, Clerk of the Council

APPROVED this ____ day of 11/25/2025, ____.

Signed by:



AAA4841FD7644BE...

Shannon Braddock, County Executive

Attachments: None

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Council Chair

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Melani Hay

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Clerk of the Council

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Shannon Braddock

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King County Executive

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