



## King County

### **Dow Constantine**

King County Executive

401 Fifth Avenue, Suite 800

Seattle, WA 98104-1818

**206-263-9600** Fax 206-296-0194

TTY Relay: 711

[www.kingcounty.gov](http://www.kingcounty.gov)

February 3, 2025

The Honorable Girmay Zahilay  
Chair, King County Council  
Room 1200  
C O U R T H O U S E

Dear Councilmember Zahilay:

This letter transmits a proposed Ordinance that, if enacted, will enable King County to enter into a new lease at an existing location for the Department of Local Services (DLS) and the Metro Transit Department (Metro) with Vashon Properties, LLC. for space located at 17141 Vashon Highway SW, Suite #114, Vashon, Washington.

Currently, this facility houses the DLS in-person office to support the community, where DLS staff provide information, technical assistance, and notary services to the Vashon community. The approval of this new lease would provide the opportunity for the Metro Access transportation program to co-locate at this location and to support the provision of King County operations and services.

This transaction is recommended per the rationale and considerations provided in the attached property summary.

Thank you for your consideration of this proposed Ordinance.

If your staff have any questions, contact Drew Zimmerman, Acting Director, Facilities Management Division at 206-263-5935.

The Honorable Girmay Zahilay

February 3, 2025

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Sincerely,

A handwritten signature in black ink, appearing to read "Drew Zimmerman". The signature is written in a cursive, somewhat stylized font.

for

Drew Zimmerman

King County Executive

cc: King County Councilmembers

ATTN: Stephanie Cirkovich, Chief of Staff, King County Council

Melani Pedroza, Clerk of the Council

Karan Gill, Chief of Staff, Office of the Executive

Penny Lipsou, Council Relations Director, Office of the Executive

Lorraine Patterson-Harris, Chief Administrative Officer, Department of Executive Services (DES)

Drew Zimmerman, Acting Director, Facilities Management Division (FMD), DES

Julie Ockerman, Manager, Real Estate Services, FMD, DES

Leon Richardson, Director, Department of Local Services

Michelle Allison, General Manager, Metro Transit Department