



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 20010

Proposed No. 2025-0309.2

Sponsors Dembowski

1 AN ORDINANCE relating to sheriff's office civil unit fees;
2 amending Ordinance 14792, Section 2, as amended, and
3 K.C.C. 4A.680.010 and establishing an effective date.

4 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

5 SECTION 1. A. Section 2 of this ordinance proposes changes to the civil process
6 fees to cover cost increases in administration and operation of the sheriff's office civil
7 unit.

8 B. These fees are assessed under RCW 36.18.040(1), which sets the base level
9 fees that the sheriff's office collects for its official services.

10 C. County legislative authorities may set the amounts of the fees to cover the
11 costs of administration and operation under RCW 36.18.040(3).

12 SECTION 2. Ordinance 14792, Section 2, as amended, and K.C.C. 4A.680.010
13 are each hereby amended to read as follows:

14 The following fees apply as provided in this chapter:

15 A. Service of civil process, service, summons and complaint, notice and
16 complaint, summons and petition and notice of small claim:

17	1. Serve one defendant	\$((36.00)) <u>43.00</u>
18	2. Serve two or more defendants, same address	\$((48.00)) <u>58.00</u>
19	3. All returns	\$((29.00)) <u>35.00</u>
20	4. Nonresident returns	\$((29.00)) <u>35.00</u>

Ordinance 20010

21	5. Notary fee	\$10.00
22	6. Mileage (per mile)	Federal standard mileage rate
23	B. Attachment, writ – personal property:	
24	1. Levy, per hour	\$((81.00)) <u>97.00</u>
25	2. Serve, each defendant	\$((48.00)) <u>58.00</u>
26	3. Return to court	\$((29.00)) <u>35.00</u>
27	4. Mileage (per mile)	Federal standard mileage rate
28	C. Attachment, writ – real property:	
29	1. Levy (per hour)	\$((81.00)) <u>97.00</u>
30	2. Notice of levy	\$((7.00)) <u>8.00</u>
31	Per Location	\$2.00
32	3. Filing with auditor and auditor's filing fee	\$((36.00)) <u>43.00</u>
33	4. Serve defendant (if required)	\$((48.00)) <u>58.00</u>
34	5. Return to court	\$((29.00)) <u>35.00</u>
35	6. Mileage (per mile)	Federal standard mileage rate
36	D. Execution – personal property:	
37	1. Levy (per hour)	\$((81.00)) <u>97.00</u>
38	2. Posting of each notice	\$((19.00)) <u>23.00</u>
39	3. Conducting sales (per hour)	\$((81.00)) <u>97.00</u>
40	4. Bill of sale (each)	\$((81.00)) <u>97.00</u>
41	5. Return to court	\$((29.00)) <u>35.00</u>
42	6. Serve defendant	\$((48.00)) <u>58.00</u>
43	7. Serve notice (defendant)	\$((48.00)) <u>58.00</u>

Ordinance 20010

44	8. Postponement notice (each)	\$((19.00)) <u>23.00</u>
45	9. Mileage (per mile)	Federal standard mileage rate
46	10. Mailing	Actual costs of postage
47	E. Warrants:	
48	1. Serve (each)	\$((81.00)) <u>97.00</u>
49	2. Return to court	\$((29.00)) <u>35.00</u>
50	3. Mileage (per mile)	Federal standard mileage rate
51	F. Subpoena:	
52	1. Serve (each)	\$((48.00)) <u>58.00</u>
53	2. Return to court	\$((29.00)) <u>35.00</u>
54	3. Mileage	Federal standard mileage rate
55	G. Postage for mailing, required by statute	
56	whether regular, certified or registered:	Actual cost of postage
57	H. Mileage fee, each mile actually and necessarily traveled in	
58	going to or returning from any place of service or	
59	attempted service:	Federal standard mileage rate
60	I. Execution – order of sale of real property:	
61	1. Levy (per hour)	\$((81.00)) <u>97.00</u>
62	2. Notice to publisher	\$2.00
63	3. Recording with auditor	\$((36.00)) <u>43.00</u>
64	4. Conducting sale (per hour)	\$((81.00)) <u>97.00</u>
65	5. Certificate of sale	\$((81.00)) <u>97.00</u>
66	6. Return to court	\$((28.00)) <u>34.00</u>

Ordinance 20010

67	7. Posting of notice (each)	\$((19.00)) <u>23.00</u>
68	8. Affidavit of posting	\$((19.00)) <u>23.00</u>
69	9. Postponement (each notice)	\$((19.00)) <u>23.00</u>
70	10. Mileage (per mile)	Federal standard mileage rate
71	11. Mailing	Actual cost of postage
72	J. Writ of garnishment:	
73	1. Serve garnishee	\$((48.00)) <u>58.00</u>
74	2. Return to court	\$((28.00)) <u>34.00</u>
75	3. Serve defendant (if required)	\$((48.00)) <u>58.00</u>
76	4. Mileage (per mile)	Federal standard mileage rate
77	5. Mailing	Actual cost of postage
78	K. Writ of replevin – affidavit, claim and delivery:	
79	1. Serve defendant with writ – affidavit and bond	\$((48.00)) <u>58.00</u>
80	2. Serve summons and complaint (one)	\$((36.00)) <u>43.00</u>
81	3. Serve summons and complaint (two or more)	\$((48.00)) <u>58.00</u>
82	4. Levy (per hour)	\$((81.00)) <u>97.00</u>
83	5. Return to court	\$((28.00)) <u>34.00</u>
84	6. Mileage (per hour)	Federal standard mileage rate
85	L. Writ of restitution or writ of assistance, or both:	
86	1. Service with aid of county	\$((107.00)) <u>128.00</u>
87	2. Cost per hour after first hour	\$((81.00)) <u>97.00</u>
88	3. Return to court	\$((28.00)) <u>34.00</u>
89	4. Mileage (per mile)	Federal standard mileage rate

Ordinance 20010

90	M. Redemption:	
91	1. Serve notice of intent	\$ ((48.00)) <u>58.00</u>
92	2. Certificate of redemption	\$ ((81.00)) <u>97.00</u>
93	N. Deed issuance	\$ ((81.00)) <u>97.00</u>
94	O. Internal-only criminal history record check:	\$ ((19.00)) <u>23.00</u>
95	P. Notarizing documents:	\$10.00
96	Q. All other documents and supporting papers for	
97	which no other fee is provided in this section:	((48.00)) <u>58.00</u>
98	R. Fingerprinting:	
99	1. Noncriminal purpose up to two sets	\$ ((19.00)) <u>23.00</u>
100	2. Each additional set	\$ ((7.00)) <u>8.00</u>
101	S. Copies when sufficient copies are not furnished	

Ordinance 20010

102	For first page	\$1.00
103	Each additional page	\$0.50
104	<u>SECTION 3.</u> This ordinance takes effect January 1, 2026.	

Ordinance 20010 was introduced on 10/7/2025 and passed 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:



1AEA3C5077F8485...

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

Certificate Of Completion

Envelope Id: 30328159-632B-4979-A255-2DD3E66439A5

Status: Completed

Subject: Complete with Docusign: Ordinance 20010.docx

Source Envelope:

Document Pages: 6

Signatures: 3

Envelope Originator:

Certificate Pages: 5

Initials: 0

Cherie Camp

AutoNav: Enabled

401 5TH AVE

Envelopeld Stamping: Enabled

SEATTLE, WA 98104

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Cherie.Camp@kingcounty.gov

IP Address: 198.49.222.20

Record Tracking

Status: Original

Holder: Cherie Camp

Location: DocuSign

11/19/2025 4:22:07 PM

Cherie.Camp@kingcounty.gov

Security Appliance Status: Connected

Pool: FedRamp

Storage Appliance Status: Connected

Pool: King County-Council

Location: Docusign

Signer Events

Girmay Zahilay

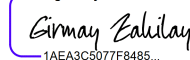
girmay.zahilay@kingcounty.gov

Council Chair

Security Level: Email, Account Authentication
(None)

Signature

Signed by:


1AEA3C5077F8485...

Timestamp

Sent: 11/19/2025 4:23:03 PM

Viewed: 11/20/2025 11:23:52 AM

Signed: 11/20/2025 11:24:12 AM

Signature Adoption: Pre-selected Style

Using IP Address: 146.129.133.82

Electronic Record and Signature Disclosure:

Accepted: 11/20/2025 11:23:52 AM

ID: 024976d3-c1a6-4840-9f16-cab10c469ce4

Melani Hay

melani.hay@kingcounty.gov

Clerk of the Council

King County Council

Security Level: Email, Account Authentication
(None)

DocuSigned by:


8DE1BB375AD3422...

Sent: 11/20/2025 11:24:13 AM

Viewed: 11/20/2025 11:56:55 AM

Signed: 11/20/2025 11:57:04 AM

Signature Adoption: Pre-selected Style

Using IP Address: 146.129.133.72

Electronic Record and Signature Disclosure:

Accepted: 9/30/2022 11:27:12 AM

ID: 639a6b47-a4ff-458a-8ae8-c9251b7d1a1f

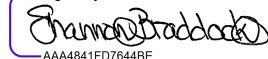
Shannon Braddock

Shannon.Braddock@kingcounty.gov

King County Executive

Security Level: Email, Account Authentication
(None)

Signed by:


AAA4841FD7644BE...

Sent: 11/20/2025 11:57:05 AM

Resent: 11/25/2025 9:47:12 AM

Viewed: 11/25/2025 9:54:27 AM

Signed: 11/25/2025 9:54:36 AM

Signature Adoption: Uploaded Signature Image

Using IP Address: 198.49.222.20

Electronic Record and Signature Disclosure:

Accepted: 11/25/2025 9:54:27 AM

ID: 0661587f-e1a0-4afd-bfbf-2fd5819da920

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Ames Kessler
akessler@kingcounty.gov
Executive Legislative Coordinator & Public Records
Officer
King County
Security Level: Email, Account Authentication
(None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: 11/20/2025 11:57:05 AM
Viewed: 11/20/2025 4:16:51 PM

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	11/19/2025 4:23:03 PM
Certified Delivered	Security Checked	11/25/2025 9:54:27 AM
Signing Complete	Security Checked	11/25/2025 9:54:36 AM
Completed	Security Checked	11/25/2025 9:54:36 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, King County-Department of 02 (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 system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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 the signing session and, if you elect to create a DocuSign account, you may access the documents 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. Further, 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 King County-Department of 02:

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: cipriano.dacanay@kingcounty.gov

To advise King County-Department of 02 of your new email address

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

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from King County-Department of 02

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with King County-Department of 02

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County-Department of 02 as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County-Department of 02 during the course of your relationship with King County-Department of 02.