



SNOHOMISH COUNTY COUNCIL  
SNOHOMISH COUNTY, WASHINGTON

ORDINANCE NO. 00-*026*

AMENDING SNOHOMISH COUNTY CODE SECTION 2.10.010 AND SECTION  
2.51.050 RELATING TO TRANSFER OF GRANTS ADMINISTRATION TO PLANNING  
AND DEVELOPMENT SERVICES AND RENAMING GRANTS ADMINISTRATION TO  
OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT

WHEREAS, in 1995 Grants Administration was administratively moved from the Department of Finance to Planning and Development Services; and

WHEREAS, Planning and Development Services desires to change the name of Grants Administration to Office of Housing and Community Development in order to more accurately describe the function of the Office; and

WHEREAS, Planning and Development Services requests amendments to SCC 2.10.010 (23) and SCC 2.51.050(2) to reflect the desired changes;

BE IT ORDAINED:

Section 1. That SCC 2.10.010, last amended by Ordinance 97-095 on October 22, 1997, is hereby amended to read:

2.10.010 Executive functions.

The following functions of government not otherwise provided for in the charter are deemed executive functions and shall be performed by the county executive:

(1) Approval of all bonds and assignments of account running to or for the benefit of the county, including but not limited to: officials and employees bonds, except that the bond of the county executive shall be approved by the county council; cash bonds, bonds issued by a surety company, or assignments of account given to assure performance or maintenance; cash bonds, bonds issued by a surety company, or assignments of accounts to assure performance of conditions incidental to land use activities or to any other license or permit issued by the county; but not including any bond required in any civil or criminal court proceeding;

(2) Approval of change orders and orders for extra work on any contracts in accordance with chapter 3.04 SCC;

(3) Determination that the performance or other consideration to be delivered to the county under the terms of any contract has been performed or delivered; and to accept such performance or other consideration on behalf of the county. The county executive shall keep the county council advised of developments which will unreasonably delay completion of any contract or unreasonably increase the costs thereof;

(4) Approval of all insurance policies and certificates of insurance;

(5) Approval of payrolls of county officials and employees;

(6) Approval of and signing of all licenses to occupy or use Evergreen State Fairgrounds property as provided in SCC 2.32.150; PROVIDED, That the county executive shall submit an annual report to the county council not later than February 15th of each year, showing the contracts, parties, duration, amendments, licenses, permits and special services contracts;

(7) Upon receipt of any claim against the county, or any pleading in connection therewith, the county executive shall immediately forward copies thereof to the prosecuting attorney and the county department involved;

(8) Approval of the bringing of or joining in civil lawsuits seeking damages or injunctive relief in behalf of the county. The county council may also approve the bringing of or joining the county in any lawsuit in behalf of the county;

(9) Approval of budget transfers as provided in chapter 4.26 SCC as it now exists or is hereafter amended;

(10) Approval of escrow agreements on retained percentages as provided in RCW 60.28.010;

(11) Approval of all permits and licenses affecting any property under the jurisdiction of the department of parks and recreation, including deeds of right to use land for public recreation purposes and hazardous substances certifications required for property acquired with funds granted by the interagency committee for outdoor recreation (IAC), and declarations and other documents imposing protective covenants, conditions, and other restrictions on property acquired with funds granted by the state conservation futures program; PROVIDED, That the county executive shall submit an annual report to the county council not later than February 15th of each year, showing the contracts, parties, duration, amendments, licenses, permits and special services contracts;

(12) Approval of all agreements with any cities or towns of Snohomish county of the county jail or district court filing fees; PROVIDED, That the county council by resolution has previously established the rates to be charged and other terms of such agreements and has approved the forms of contracts to be utilized. The county executive shall submit to the county council an annual report not later than February 15th of each year showing rates and effective dates of such contracts approved by the county executive. Not later than December 1st of each year, the county executive shall submit to the county council the forms of contracts to be used on such agreements for the following year. Rates and terms to be used in such contracts shall be reviewed not less than once a year by the county council;

(13) Approval and acceptance of all contracts with landowners and/or developers required by or as a condition of any comprehensive plan amendment, rezone, variance, conditional use permit, plat or replat or any other land use control, final approval thereof which has been given by the county council or the hearing examiner; PROVIDED, That all such contracts shall be approved by the hearing examiner prior to approval by the county executive; and the county executive shall submit to the county council an annual report, due not later than February 15th of each year, showing the names of parties and the general purposes of such contracts as have been approved by the executive;

(14) Approval of all licenses to occupy, use or access the Snohomish County Airport and all airport leases; PROVIDED, That annually the county council by motion will establish the rates to be charged and other terms of any such lease and approve

the form of lease utilized which rates, terms and form may be changed from time to time by the county council; and PROVIDED, FURTHER, That the county executive shall submit an annual report to the county council, not later than February 15th of each year, showing the names of parties, rents, reserve, areas rented, and time period of each such lease and license. Any lease or license executed pursuant to this section shall be deemed to be with the approval of the county council as required by chapter 15.04 SCC;

(15) Approval of contracts and contract amendments relating to the department of human services as set out in SCC 2.400.065;

(16) Approval of contracts with the cities, towns, or other municipal subdivisions for the purchase of gasoline, diesel oil or other petroleum products, and contracts for street or road maintenance with counties, cities, or towns; PROVIDED, That the county council has approved the schedule of charges to be made for various items of maintenance and the forms of contract to be used. The county executive shall submit an annual report to the county council, not later than February 15th of each year, showing the parties' services and charges on such contracts;

(17) Approval of contracts (city-county agreements) for grants in aid and for any projects previously approved in the annual or six year road program with the Washington State Department of Transportation; PROVIDED, That the county executive shall submit to the county council an annual report, not later than February 15th of each year summarizing such applications and contracts;

(18) Approving and signing public disclosure reports for lobbying activities by county officials and employees as required by chapter 42.17 RCW;

(19) Approve haul route agreements with other public agencies or contractors with public agencies permitting use of designated county roads, or sections thereof for detour routes or moving of heavy equipment or materials necessitated by the performance of a public works contract; PROVIDED, That the county executive shall submit an annual report to the county council not later than February 15th of each year, showing the contracts, parties, duration, amendments, licenses, permits and special service contracts;

(20) Approval of vouchers for payment of all claims presented against the county by persons furnishing goods or materials, rendering services or performing labor, or for any other contractual purpose as well as employee reimbursement claims for allowable expenses. Prior to approval by the county executive, all claims shall be certified for payment by the county auditing officer;

(21) Approval of agreements between the state and county for the purpose of participating in state work experience programs;

(22) Approval of waste reduction and recycling grant contracts; PROVIDED, That the county executive shall submit an annual report to the county council not later than February 15th of each year, showing the contracts, parties, duration, amendments, licenses, permits and special service contracts;

(23) Approval of grants and other contracts and contract amendments implementing programs or projects administered by the ~~((grants administration division, department of finance))~~ Office of Housing and Community Development, Department of Planning and Development Services; PROVIDED, The county council has approved necessary contracts with state, federal, or other sources of funds, if any funds from such sources are used, whether or not such sources of funds are used, and the county council has appropriated funds for such programs or projects; and PROVIDED

FURTHER, That the county executive shall submit to the county council an annual report, not later than February 15th of each year, showing the parties, contract amount, and purpose of each contract and contract amendment approved and signed by the county executive under this section;

(24) Approval of contracts and contract amendments implementing programs or projects administered by the juvenile court; PROVIDED, The county council has approved necessary contracts with state, federal, or other sources of funds, if any funds from such sources are used, whether or not such sources of funds are used, and the county council has appropriated funds for such programs or projects; and PROVIDED FURTHER, That the county executive shall submit to the county council an annual report, not later than February 15th of each year, showing the parties, contract amount, and purpose of each contract and contract amendment approved and signed by the county executive under this section;

(25) Approval of contracts and contract amendments implementing programs or projects administered by the department of planning and development services; PROVIDED, The county council has approved necessary contracts with state, federal, or other sources of funds, if any funds from such sources are used, whether or not such sources of funds are used, and the county council has appropriated funds for such programs or projects; and PROVIDED FURTHER, That the division shall submit to the county council an annual report, not later than February 15th of each year, showing the parties, contract amount, and purpose of each contract and contract amendment approved and signed by the county executive;

(26) Approval and submission of all applications for grants on behalf of the county unless the granting agency requires approval of such applications by the county council;

(27) Approval of contracts on behalf of the county for funds contributed to the county by grants, entitlements and shared revenue of every kind and nature; which do not obligate the county monetarily and implement programs, projects, or functions that the county council has specifically authorized by motion or ordinance; PROVIDED, That the county executive shall submit an annual report to the county council not later than February 15th of each year, showing the parties, contract amount, and purpose of each contract approved and signed by the county executive under this section;

(28) Approval of contracts on behalf of the county for funds contributed to the county by grants that require match funds up to \$50,000 which implement programs, projects, or functions the county council has specifically authorized by motion or ordinance; PROVIDED, That the county executive shall submit an annual report to the county council not later than February 15th of each year, showing the parties, contract amount, and purpose of each contract approved and signed by the county executive under this section.

Section 2. That SCC 2.51.050, § 3 of Resolution adopted August 9, 1978, is hereby amended to read:

2.51.050 County organizational components.

(1) The county government is composed of three interacting groups:

(a) Departments under the commissioners;

(b) Appointed boards of commissions; and

(c) Offices of elected officials. (See title 36 RCW.)

(2) The following current alphabetical listing of county departments, boards, commissions, and offices of elected officials includes, but is not limited to the following:

Airport commission

Animal control

Assessor

Assigned counsel

Auditor

Board of adjustment

Boundary review board

Budget

Building and plumbing

Clerk of the court

Civil service commission

Commissioners

Cooperative extension service

Coroner

Developmental disabilities

Disability board

District justice courts

District court probation

Evergreen fair board

Fire marshal

Garage ER&R

~~((Grants administration))~~ Office of Housing and Community Development

Hearing examiner

Human resources

Maintenance

Mental health

Parks

Parks advisory board

Planning

Planning commission

Printing

Property manager

Prosecuting attorney

Public works

Purchasing

Risk management

Sheriff

Snohomish county alcohol detoxification facility

Superior court

Systems services

Treasurer

Zoning adjustor

(3) A general description of organization operation and procedures of departments under the commissioners, appointed boards and commissions is to be set forth in Appendix B to the resolution codified in this chapter. Such description applicable to elected officials is to be found in rules adopted by elected officials pursuant to SCC 2.51.060. (§ 3 of Res. adopted Aug. 9, 1978).

PASSED this 7<sup>th</sup> day of June, 2000.

SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington

Barbara Cotton  
Chair

ATTEST:

Kathryn Braden  
Clerk of the Council

- APPROVED  
 VETOED  
 EMERGENCY

DATE: 6-7-00

Joan M. Earl  
County Executive

**JOAN M. EARL**  
**Deputy Executive**

ATTEST:

Conrad Murray

Approved as to form only:

Jason J. Cummings 6/12/00  
Deputy Prosecuting Attorney

Jason J. Cummings

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