

# Agenda Summary Report (ASR)

## Franklin County Board of Commissioners

|  |                                    |
|--|------------------------------------|
| <b>DATE SUBMITTED:</b> 10/27/2021  | <b>PREPARED BY:</b> Carlee Nave    |
| <b>Meeting Date Requested:</b> 11/2/2021   | <b>PRESENTED BY:</b> Keith Johnson |
| <b>ITEM:</b> (Select One) <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> Brought Before the Board<br><span style="padding-left: 350px;">Time needed: 10 minutes</span>  |                                    |
| <b>SUBJECT:</b> Rescinding Ordinance Creating Citizens' Commission on Salaries for Elected Officials and Adopting Washington Citizens' Commission on Salaries for Elected Officials to Set Elected Official Salaries   |                                    |
| <b>FISCAL IMPACT:</b> None for 2021 – July 1, 2022 effective salary increases will be calculated by the Auditor's Office and integrated into the 2022 budget   |                                    |
| <b>BACKGROUND:</b><br><p>On April 6, 2021, the Board approved Ordinance 04-2021, creating the Franklin County Citizen's Commission on Salaries for Elected Officials, following a public hearing. The Commission is to be made up of 10 registered Franklin County voters, six of whom are chosen by lot and four experienced in personnel management in each of the following sectors: business, professional personnel management, legal, and organized labor.</p> <p>Once the ordinance was adopted, the recruitment and selection process commenced. Pursuant to the Auditor's Office established procedures, a lot of 30 registered voters from each district was generated and initial introductory letters and solicitation of interest were sent out in late April, with at least two weeks given for them to respond. From that 90 letter mailing, only two affirmative responses were received, both from District 1. A second lot of 30 registered voters from each district was generated and the second round of letters was sent out at the beginning of June. The second mailing resulted in five additional affirmative responses from District 1, one from District 2, and three from District 3. Still needing at least one more interested party from District 2, a third lot of 30 registered voters from each district was generated and a third round of letters was sent out in early July. This third mailing result in three additional affirmative responses from District 2, and one from District 3. The affirmative responses were sent back to the Auditor's Office for a final drawing for appointments. Upon receipt of the new lists from the Auditor's Office, HR attempted to contact the first two in each district for appointment. Three appointments were made on 8/31/2021, two from District 1 and one from District 2.</p> <p>Since the 8/31/2021 meeting, we have continued the process of working through the lottery lists, in order, and have received confirmation from one additional volunteer at this time from District 3, which had been submitted for appointment today. The rest of the previously affirmative respondents from Districts 2 and 3 did not respond to additional follow up to confirm for appointment. We received a fourth lot of 30 names from each of these districts and initial contact letters have been sent out to those 60 registered voters.</p> <p>For the four professional positions on the Commission, a press release was distributed in April and again in June. The announcement was also sent out to local legal and human resources groups and the posting remains open for interest on the County's website. To date, we have received zero applications for these positions. The Ordinance (Section 5) requires all ten positions to be appointed prior to convening the Commission.</p> |                                    |

At the October 26, 2021 Board meeting, a motion was made to rescind the Franklin County Salary Commission and instead tie Franklin County elected official salaries to the Washington Citizens' Commission on Salaries for Elected Officials (WCCSEO). The WCCSEO was established in 1987 and sets salaries of the elected officials in the Executive, Legislative, and Judicial branches of state government. They start the salary setting process in October of even numbered years for the following two years, with salary changes generally effective on July 1 of each year. In the process that began in October 2020, the WCCSEO adopted no salary changes effective 7/1/2021 and a 1.75% increase effective 7/1/2022. The WA State Constitution prohibits the WCCSEA from reducing salaries.

If the resolution today is adopted as presented, Franklin County elected official salaries previously set pursuant to Ordinance 04-2021 will be changed when WA State executive branch elected official salaries change. For reference, based on currently published state salaries, effective 7/1/2022, Franklin County elected official salaries will be adjusted 1.75% to (estimated):

Assessor - \$96,042

Auditor – \$96,042

Clerk – \$96,042

Commissioners - \$95,976

Coroner – \$96,042

Prosecuting Attorney - \$174,428

Sheriff - \$130,873

Treasurer - \$96,042

**RECOMMENDATION:**

n/a

**COORDINATION:**

n/a

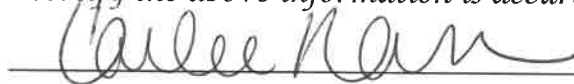
**ATTACHMENTS:** (Documents you are submitting to the Board)

1. Resolution
2. Ordinance 04-2021 (rescind)
3. FC Salary Commission Appointment Resolutions (rescind)

**HANDLING / ROUTING:** (Once document is fully executed it will be imported into Document Manager. Please list name(s) of parties that will need a pdf)

Elected Officials, Thomas Westerman

*I certify the above information is accurate and complete.*



Carlee Nave, HR Director

**FRANKLIN COUNTY RESOLUTION \_\_\_\_\_**

**BEFORE THE BOARD OF COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

*RESCINDING ORDINANCE 04-2021 AND RELATED RESOLUTIONS AND ESTABLISHING NEW PROCESS  
FOR SETTING FRANKLIN COUNTY ELECTED OFFICIALS' SALARIES*

**WHEREAS**, Franklin County Ordinance 04-2021 was adopted on April 6, 2021 establishing the Franklin County Citizens' Commission on Salaries for Elected Officials; and

**WHEREAS**, due to lack of interest and challenges with finding a sufficient number of volunteers for the Commission, the Board of Franklin County Commissioners desires to pursue a different process for setting salaries for the Assessor, Auditor, Clerk, Commissioners, Coroner, Prosecuting Attorney (County portion), Sheriff, and Treasurer; and

**WHEREAS**, the Washington Citizens' Commission on Salaries for Elected Officials (WCCSEA), as established by the State Constitution, sets salaries for the Executive, Legislative, and Judicial branches of state government on a two-year cycle; and

**WHEREAS**, the Board of Franklin County Commissioners deems it in the best interest of the County to process future Franklin County elected official salaries in accordance with increases granted to the state government offices by the WCCSEA.

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners does hereby rescind Ordinance 04-2021 and related resolutions (2021-190, 2021-191, and 2021-192).

**AND, BE IT FURTHER RESOLVED** the Franklin County Board of Commissioners does hereby enact a new process for setting salaries for Franklin County elected officials, and such salaries shall be changed by the same percentage adopted for the Executive branch of the state government by the Washington Citizen's Commission on Salaries for Elected Officials.

**AND, BE IT FURTHER RESOLVED**, the elected officials whose salaries shall be set by this process are: Assessor, Auditor, Clerk, Commissioners, Coroner, Prosecuting Attorney (County portion), Sheriff, and Treasurer.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2021.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chair Pro Tem

\_\_\_\_\_  
Member

**ATTEST:**

\_\_\_\_\_  
Clerk to the Board

**ORDINANCE NUMBER 04-2021**

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF FRANKLIN COUNTY,  
WASHINGTON

***AN ORDINANCE ESTABLISHING THE FRANKLIN COUNTY CITIZENS' COMMISSION ON  
SALARIES FOR ELECTED OFFICIALS***

**WHEREAS**, RCW 36.17.024 allows for the establishment of an independent salary commission to set the salaries of elected officials; and

**WHEREAS**, the Board of Franklin County Commissioners desires to establish a Franklin County Citizens' Salary Commission in accordance with the procedures set out in RCW 36.17.024.

**NOW, THEREFORE, BE IT ORDAINED** the Franklin County Board of Commissioners does hereby establish the Franklin County Citizens' Commission on Salaries for Elected Officials as follows:

**Section 1. Appointment of Members.**

The Commission shall consist of ten members, each assigned a position number and appointed as follows:

1. Positions one through six shall be selected by lot by the Franklin County Auditor from among Franklin County registered voters, two from each Franklin County commissioner district, assigned as follows:
  - 1.1. District 1: Positions one and two.
  - 1.2. District 2: Positions three and four.
  - 1.3. District 3: Positions five and six.
2. The County Auditor shall establish policies and procedures for conducting the selection by lot.
  - 2.1. Policies and procedures shall include, at minimum, procedures for:
    - 2.1.1. Notifying persons selected; and
    - 2.1.2. Providing a new selection from the county commissioner district if a person selected declines appointment; and
    - 2.1.3. Providing a new selection if a position on the Commission becomes vacant before the end of the established term.
  - 2.2. The County Auditor shall provide to the County Administrator the names of persons who have accepted appointment to the Commission for presentation to the Franklin County Board of Commissioners for appointment.
3. The remaining four of the ten members shall be appointed by the Franklin County Board of Commissioners from among Franklin County registered voters with experience in the field of personnel management. Of these four members, one shall be selected from each of the following four sectors in the County, and assigned as follows:
  - 3.1. Business: Position seven;
  - 3.2. Professional personnel management: Position eight;
  - 3.3. Legal profession: Position nine; and
  - 3.4. Organized labor: Position ten.

**Section 2.     **Qualifications.****

1. All members of the Commission must be a Franklin County registered voter, residing in Franklin County.
2. Members of the Commission shall not be an officer, official, or employee of the County, or the immediate family member of an officer, official, or employee of the County.
  - 2.1. "Immediate family member" means parent, spouse, domestic partner, sibling, child, or dependent relative, whether or not living in the household of the officer, official, or employee.

**Section 3.     **Term of Office.****

1. The term of each position shall be four years.
2. In order to establish staggered terms, initial terms shall end as follows:
  - 2.1.     Position 1: December 31, 2024
  - 2.2.     Position 2: December 31, 2023
  - 2.3.     Position 3: December 31, 2022
  - 2.4.     Position 4: December 31, 2024
  - 2.5.     Position 5: December 31, 2023
  - 2.6.     Position 6: December 31, 2022
  - 2.7.     Position 7: December 31, 2024
  - 2.8.     Position 8: December 31, 2023
  - 2.9.     Position 9: December 31, 2022
  - 2.10.    Position 10: December 31, 2024
3. No member shall be appointed to more than two complete terms of four years each.
4. Upon a vacancy on the Commission, a successor shall be selected and appointed to fill the unexpired term. The selection and appointment shall be concluded within 30 days of the date the position becomes vacant and shall be conducted in the same manner as for the original appointment.
5. No member may be removed by majority vote of the Board of Franklin County Commissioners during their term of office, except for cause of incapacity, incompetence, neglect of duty, malfeasance in office, or a disqualifying change of residence.

**Section 4.     **Officers and Support.****

1. The Commission shall elect a chairperson, vice-chairperson, secretary, and such other officers deemed necessary. The chairperson, or designee, shall preside over all meetings and shall be a voting member of the Commission.
2. The Franklin County Administration and the Human Resources Departments shall provide assistance necessary to carry out the functions of the Commission, as requested.
3. County Administration will be responsible for payment for any public notices, postage, copies, or other expenses incidental to the work of the Commission.

**Section 5. Rules and Procedures.**

1. The Commission shall be subject to the provisions of the Open Public Meetings Act (OPMA).
  - 1.1. Members of the Commission shall complete open government training as required by law.
2. The Commission shall adopt rules and regulations for the transaction of business.
  - 2.1. The setting of salaries shall be by an affirmative vote of not less than six members.
3. The Commission shall first meet within 30 days of the appointment of all members and shall thereafter meet as often as necessary to accomplish its business.

**Section 6. Duties of the Commission.**

1. The Commission shall set the salaries of the following Franklin County elected officials:
  - 1.1. Auditor
  - 1.2. Assessor
  - 1.3. Clerk
  - 1.4. Commissioners
  - 1.5. Coroner
  - 1.6. Prosecuting Attorney (County portion)
  - 1.7. Sheriff
  - 1.8. Treasurer
2. Any change in salary shall be filed by the Commission with the Franklin County Auditor and Human Resources and shall become effective and incorporated into the County budget without further action of the Board of County Commissioners or the Salary Commission.
  - 2.1. Salary increases established by the Commission shall become effective as to the elected officials, regardless of their terms of office.
  - 2.2. Salary decreases established by the Commission shall become effective at the commencement of the next subsequent term of the elected office.
  - 2.3. Salary changes, filed in accordance with this section, shall supersede previous resolutions or filings setting the affected salaries.

**Section 7. Referendum.**

1. Salary increases and decreases shall be subject to referendum petition by the people of the County in the same manner as a County Ordinance upon filing of such petition with the County Auditor within 30 days of the filing of the salary change.
  - 1.1. If a referendum is filed, the salary change shall not go into effect until approved by a vote of the people.
2. Referendum measures under this section shall be submitted to the voters of the County at the next following general or municipal election occurring 30 days or more after the petition is filed, and shall be otherwise governed by the laws generally applicable to referendum measures.

**Section 8. Compensation.**

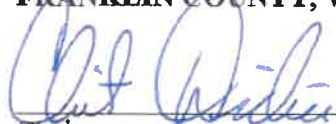
Members of the Commission shall serve without compensation.

**Section 9. Severability.**

If any provision of this ordinance or its application to any person or circumstance is held to be invalid, the remainder of this ordinance and its application to other persons or circumstance shall not be affected.

**APPROVED** this 6 day of April, 2021.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

  
Chair

  
Chair Pro Tem

  
Member

**ATTEST:**

  
Clerk to the Board

FRANKLIN COUNTY RESOLUTION 2021-190

BEFORE THE BOARD OF COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

*APPOINTMENT OF MARIA VELA ESPINOSA TO POSITION ONE ON THE FRANKLIN COUNTY  
CITIZENS' COMMISSION ON SALARIES FOR ELECTED OFFICIALS*

**WHEREAS**, Franklin County Ordinance 04-2021 established the Franklin County Citizens' Commission on Salaries for Elected Officials; and

**WHEREAS**, in accordance with Section 1.2 of Ordinance 04-2021, the Franklin County Auditor's Office has selected by lot persons to fill positions one through six on the Commission; and

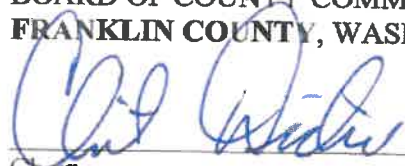
**WHEREAS**, Maria Vela Espinosa has agreed to appointment to the Commission to fill position one with an initial term running through 2024; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this to be in the best interest of the County.

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners does hereby appoint Maria Vela Espinosa to position one on the Franklin County Citizens' Commission on Salaries for Elected Officials for a term beginning September 1, 2021 and expiring on December 31, 2024.

APPROVED this 31 day of AUGUST, 2021.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

  
Chair

  
Chair Pro Tem

Brad Peck  
Approved Telephonically

Member

**ATTEST:**

  
Clerk to the Board



**FRANKLIN COUNTY RESOLUTION 2021-191**

BEFORE THE BOARD OF COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

*APPOINTMENT OF JANESE THATCHER-BUZZELL TO POSITION TWO ON THE FRANKLIN  
COUNTY CITIZENS' COMMISSION ON SALARIES FOR ELECTED OFFICIALS*

**WHEREAS**, Franklin County Ordinance 04-2021 established the Franklin County Citizens' Commission on Salaries for Elected Officials; and

**WHEREAS**, in accordance with Section 1.2 of Ordinance 04-2021, the Franklin County Auditor's Office has selected by lot persons to fill positions one through six on the Commission; and

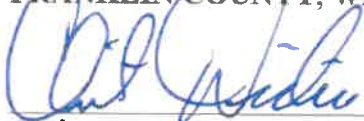
**WHEREAS**, Janese Thatcher-Buzzell has agreed to appointment to the Commission to fill position two with an initial term running through 2023; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this to be in the best interest of the County.

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners does hereby appoint Janese Thatcher-Buzzell to position two on the Franklin County Citizens' Commission on Salaries for Elected Officials for a term beginning September 1, 2021 and expiring on December 31, 2023.

**APPROVED** this 31 day of Aug., 2021.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

  
Chair

  
Chair Pro Temp

**Brad Peck**  
Approved Telephonically

Member

**ATTEST:**

  
Clerk to the Board

FRANKLIN COUNTY RESOLUTION 2021-192

BEFORE THE BOARD OF COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

*APPOINTMENT OF CHRIS ESKILDSEN TO POSITION THREE ON THE FRANKLIN COUNTY  
CITIZENS' COMMISSION ON SALARIES FOR ELECTED OFFICIALS*

**WHEREAS**, Franklin County Ordinance 04-2021 established the Franklin County Citizens' Commission on Salaries for Elected Officials; and

**WHEREAS**, in accordance with Section 1.2 of Ordinance 04-2021, the Franklin County Auditor's Office has selected by lot persons to fill positions one through six on the Commission; and

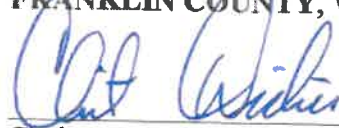
**WHEREAS**, Chris Eskildsen has agreed to appointment to the Commission to fill position three with an initial term running through 2022; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this to be in the best interest of the County.

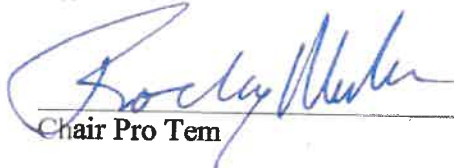
**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners does hereby appoint Chris Eskildsen to position three on the Franklin County Citizens' Commission on Salaries for Elected Officials for a term beginning September 1, 2021 and expiring on December 31, 2022.

APPROVED this 31 day of Aug., 2021.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



Chair



Chair Pro Tem

**Brad Peck**  
Approved Telephonically

Member

**ATTEST:**

  
Clerk to the Board