

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 12/28/2020	PREPARED BY: Shirley Jones
Meeting Date Requested: 1/05/2021	PRESENTED BY: Keith Johnson
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
SUBJECT: Adoption of Prosecuting Attorney Vehicle Allowance.	
FISCAL IMPACT: Included in 2021 Budget Approval	
BACKGROUND: Res. 2020-185, approved September 1, 2020 included the vehicle allowance policy for Franklin County commissioners and the prosecuting attorney. The approval of the 2021 budget included changes to the amount allotted to the commissioners but no change to the prosecuting attorney's vehicle allowance which will remain the same in this separate updated resolution thus rescinding Res. 2020-185.	
RECOMMENDATION: Approve the resolution adopting the separate Prosecuting Attorney Vehicle Allowance Policy.	
COORDINATION: Keith Johnson, Franklin County Administrator	
ATTACHMENTS: (Documents you are submitting to the Board) ASR/Resolution	
HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf) Shirley Jones, County Administration Carlee Nave, HR Director Auditing Prosecutor's office	

I certify the above information is accurate and complete.

_____ Keith Johnson, Administrator

FRANKLIN COUNTY RESOLUTION _____

BEFORE THE BOARD OF COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

ADOPTION OF VEHICLE ALLOWANCE POLICY FOR COUNTY PROSECUTING ATTORNEY

WHEREAS, the 2021 Budget approval called for a change to the vehicle allowance options allotted to the county commissioners with no change to the prosecuting attorney; and

WHEREAS, Res. 2020-185, adopted on September 1, 2020, included both commissioners and the prosecuting attorney; and

WHEREAS, this resolution is only regarding the vehicle allowance policy for the county prosecuting attorney, rescinding Res. 2020-185.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners do hereby establish the following Vehicle Allowance and Mileage Reimbursement policy for the County Prosecuting Attorney;

1. Prosecuting Attorney may have a vehicle assigned to him/her from the county motor pool for official travel.
2. Prosecuting Attorney may receive a monthly vehicle allowance equal to 99 percent of the approved rental rate for light duty pickups and SUVs in lieu of an assigned county vehicle.
3. The Prosecuting Attorney shall be eligible for reimbursement of official travel mileage beyond 50 miles (each way) from the courthouse at the rate consistent with the Franklin County travel policy then in effect.
4. The Prosecuting Attorney shall declare their annual calendar year choice between Options 1 and 2 by November 15th of each year.
5. Officials who are assigned a county vehicle may still be reimbursed for transportation costs consistent with the Franklin County travel policy when official business requirements preclude the use of the assigned county vehicle.

APPROVED this 5th day of January, 2021.

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

Chair

Chair Pro Tem

Member

ATTEST:

Clerk to the Board

FRANKLIN COUNTY RESOLUTION 2020-185

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

ADOPTION OF VEHICLE ALLOWANCE POLICY FOR COUNTY COMMISSIONERS AND PROSECUTING ATTORNEY

WHEREAS, on May 19, 2020, Resolution 2020-128 rescinded Resolution 2012-184, regarding Transportation Allowances for the Commissioners and the Prosecuting Attorney, yet purported to combine the policy directives of Resolution 2012-184 within the existing Franklin County Travel Policy; and

WHEREAS, on July 21, 2020, Resolution 2020-154 which attempted to adopt a new County Travel Policy with the policy directives of Resolution 2012-184 to be included was presented and debated but was not adopted by the Board; and

WHEREAS, the failure to adopt Resolution 2020-154 created a question as to the legality of continuing payments for vehicle allowances and mileage reimbursements for County Commissioners and the Prosecuting Attorney; and

WHEREAS, the Franklin County Board of Commissioners finds the policy directives of Resolution 2012-184 to still be in the best interest of the County; and

WHEREAS, the Board of Commissioners expresses their intent to ensure there is no lapse in payment of claims for vehicle allowances or transportation costs to Commissioners or the Prosecuting Attorney for the period between May 19, 2020 and September 1, 2020;

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners hereby establishes the following Vehicle Allowance and Mileage Reimbursement policy for County Commissioners and the Prosecuting Attorney;

1. Commissioners and the Prosecuting Attorney may have a vehicle assigned to them from the county motor pool for official travel.
2. Commissioners and the Prosecuting Attorney may receive a monthly vehicle allowance equal to 99 percent of the approved rental rate for light duty pickups and SUVs in lieu of an assigned county vehicle.
3. Commissioners and the Prosecuting Attorney shall be eligible for reimbursement of official travel mileage beyond 50 miles (each way) from the courthouse at the rate consistent with the Franklin County travel policy then in effect.
4. Commissioners and the Prosecuting Attorney shall declare their annual calendar year choice between options 1 and 2 by November 15 of each year; and
5. Officials who are assigned a county vehicle may still be reimbursed for transportation costs consistent with the Franklin County travel policy when official business requirements preclude the use of the assigned county vehicle.

BE IT FURTHER RESOLVED that this policy shall include payments for assigned vehicles and vehicle allowances from May 19, 2020 forward.

APPROVED this 1st day of September 2020.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON


Chair

Brad Peck
Approved Telephonically

Chair Pro Tem

Clint Didier
Approved Telephonically

Member

Attest:


Clerk to the Board

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 8/27/2020	PREPARED BY: Keith Johnson
Meeting Date Requested: 9/1/2020	PRESENTED BY: Keith Johnson
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
SUBJECT: Adoption of updated Franklin County Travel Policy	
FISCAL IMPACT: N/A	
BACKGROUND: The Board rejected Res 2020-154 which attempted to amend and approve the County Travel Policy. This Resolution revises and adopts the vehicle allowance and travel reimbursement policy for Commissioners and the Prosecuting Attorney who are allowed an option of a county owned vehicle or a monthly allowance for official travel. This also state's the board's intent to approve and ratify payments for vehicle allowances and mileage reimbursements for Commissioners and the Prosecuting Attorney in conformity with the policies in place prior to May 19, 2020.	
RECOMMENDATION: Approve the resolution adopting the updated Vehicle Allowance Policy for Commissioners and Prosecuting Attorney	
COORDINATION: Tim Anderson, Auditor's Office Accounting Supervisor; Tom Westerman, Auditor's Office Director of Finance	
ATTACHMENTS: ASR/Resolution	
HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf) Shirley Jones, County Administration;	

I certify the above information is accurate and complete.



Keith Johnson, Administrator