



SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

AMENDED ORDINANCE NO. 02-084

RELATING TO COUNTY EMPLOYEES, ESTABLISHING
A TAXPAYER RELIEF AWARD PROGRAM, AND
ADDING A NEW CHAPTER 3.72 SCC

BE IT ORDAINED:

Section 1. A new Chapter 3.72 is added to Title 3 of the Snohomish County Code to read:

Chapter 3.72

TAXPAYER RELIEF AWARD PROGRAM

Sections	
3.72.010	Definitions.
3.72.020	Establishment and purpose.
3.72.030	Administration.
3.72.040	Eligibility.
3.72.050	Determination of awards.
3.72.060	Budgeting of awards.
3.72.070	Annual report.
3.72.100	Sunset.

3.72.010 Definitions.

In this chapter, unless the context clearly requires otherwise,

(1) "Award program" means the taxpayer relief award program administered by the county executive under SCC 3.72.030;

(2) "Board" means the taxpayer relief award program advisory board established under SCC 3.72.030;

(2) "County employee" means a full-time or part-time regular employee of Snohomish County except for the following: current or former members of the board, elected officials and their deputies, department directors and their deputies, persons retained by the county on contract, exempt employees, and other employees who are ineligible under administrative rules adopted by the county executive.

3.72.020 Establishment and purpose.

The taxpayer relief award program is hereby established. The purpose of the award program is to encourage and reward county employees who make suggestions outside the scope of their regular duties that, when implemented,

provide significant monetary savings to the county as a result of greater efficiency, economy, or safety in the operation of county government.

3.72.030 Administration.

(1) The award program shall be administered by the county executive. The department of human resources shall provide such staff support as the executive may require.

(2) The executive shall nominate a taxpayer relief award program advisory board consisting of five members to be confirmed by the council. Board membership shall reflect a breadth of experience consistent with the major services and subject matter expertise of county government. Members of the board shall serve terms of one year. The board shall elect a chairperson and vice-chairperson. Three members shall constitute a quorum. The board shall be subject to chapter 2.03 SCC, except that a member who is a county employee shall not be reimbursed for mileage or other expenses regularly associated with county employment.

(3) The board shall act only in an advisory capacity. The board shall:

(a) Develop and recommend for adoption by the executive administrative rules governing the award program, which rules shall include procedures for submission and processing of suggestions, criteria for determining eligibility of employees and suggestions, criteria for determining whether awards should be made, and criteria for determining award amounts;

(b) Review submissions under the award program and advise the executive with respect to the whether they satisfy eligibility and other criteria for awards under the program;

(c) Recommend improvements to the award program as necessary to carry out the purposes of this chapter; and

(d) Perform other tasks as requested by the executive or council.

3.72.040 Eligibility.

(1) Eligibility of employees. Only county employees as defined in SCC 3.72.010 are eligible to submit suggestions under the award program. Two or more eligible employees may submit a single suggestion, provided that any collaboration during working hours must be approved by the department head. An employee may not submit a suggestion that is within the scope of the employee's regular duties.

(2) Eligibility of suggestions. In addition to other eligibility criteria established by the county executive, all suggestions must both identify a problem or condition and propose a solution. A suggestion must be original or an original application of an old idea. A suggestion must be submitted on a suggestion form that is approved by the executive and signed by the employee. Separate suggestions must be submitted on separate suggestion forms.

3.72.050 Determination of awards.

(1) The county executive may in the executive's discretion make awards to further the purposes of the award program. Awards shall only be made upon

recommendation of the board, based upon adopted criteria, for suggestions that actually result in quantifiable monetary savings to the county. Awards shall be based on the estimated savings to the county in the first year of implementation, provided that an award shall not exceed ten percent of total first year savings as determined by the director of finance or \$10,000, whichever is less. The executive's decision to make or deny an award shall be final, subject to the availability of funds under SCC 3.72.060.

(b) All monetary awards shall be based on the actual cost savings to the county that results from the suggestion for which the award is made. In addition to or in lieu of a monetary award, the executive may issue a certificate of merit for any suggestion that prompts action by the county.

(c) Monetary awards are classified as income by the Internal Revenue Service and Washington Department of Revenue, and as such are subject to withholding requirements and social security and pension deductions. The county shall issue an award warrant in the gross amount of the award, but will process the award as a pay adjustment with appropriate deductions from the employee's regular earnings. Awards made under this program shall not be included in computing the employee's retirement allowance under any public employees' retirement system of this state.

3.72.060 Budgeting of awards.

Funds for an award under this chapter shall be drawn from an existing appropriation in the annual budget of the agency benefiting from the suggestion for which the award is made, subject to approval by the director of finance. Alternatively, the county council may upon request by the executive provide for an award under this chapter by budget transfer or other action consistent with chapter 4.26 SCC.

3.72.070 Ownership of suggestions.

Participation in the award program is voluntary. Upon submission to the program all suggestions, ideas, writings, formulae, methodologies and other information provided by an employee shall, as a condition of participation, become the exclusive property of the county.

3.72.080 Annual report.

The award program shall be funded entirely from a portion of the actual savings to the county attributable to suggestions made by award recipients. On or before July 1 of each year, the director of human resources shall submit a written report on the program to the county council, which report shall include a description of awards made since the last report and of related savings to the county.

3.72.090 Sunset.

Pursuant to Section 2.115 of the Snohomish County Charter, Chapter 3.72 SCC shall be repealed on the date six years following enactment unless re-enacted prior to that date.

PASSED this 11th day of December, 2002.

ATTEST:

Barbara Sitovick
Clerk of the Council, *Asst.*

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

James D. Nelson
Chairperson

- APPROVED
 EMERGENCY
 VETOED

Date:

12/13/02
[Signature]
County Executive

ATTEST:

Pamela S. Sandoz

PUBLISH: _____

Approved as to form only:

[Signature]
Deputy Prosecuting Attorney