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THE EFFECTIVE DATE OF THIS RESOLUTION IS DECEMBER 17, 2024
RESOLUTION NO. 24-39

**RESOLUTION OF
THE COUNTY COUNCIL
OF FREDERICK COUNTY, MARYLAND**

Re: Establishment of Frederick County Compensation Review Commission

A RESOLUTION establishing a Compensation Review Commission to review and make recommendations concerning the Salaries of the County Executive and County Council Members; appointing certain persons to serve on the Commission; providing for the duties of the Commission including the duty to submit a final report on or before a certain date; and generally relating to the Compensation Review Commission.

WHEREAS, the Frederick County Charter requires the County Council of Frederick County to establish a Compensation Review Commission ("Commission") every four years; and

WHEREAS, the Commission's purpose is to review the Salaries of the County Executive and County Council Members and make recommendations to the County Council; and

WHEREAS, the Council has selected six (6) residents of Frederick County to serve as the members of the Commission.

NOW, THEREFORE, BE IT RESOLVED by the County Council of Frederick County, Maryland this 17th day of December, 2024 that, as provided in the Frederick County Charter, there is hereby established a Compensation Review Commission to review the Council's and County Executive's Salary, as defined in the County Charter § 104(t). (Charter § 207)

AND BE IT FURTHER RESOLVED, that the following persons are appointed to serve on the Commission:

1. Mark Jafari
2. Dawn Oram
3. Randy Scritchfield
4. Brent Simmons
5. Timothy Tosten
6. Robert Van Rens

AND BE IT FURTHER RESOLVED, that the Commission shall, in reviewing the Salaries and making recommendations, consider the items in Attachment A, which is hereby incorporated in this Resolution.

AND BE IT FURTHER RESOLVED, that the Commission shall submit to the Council, on or before March 18, 2025, a comprehensive written report of its findings and recommendations.

AND BE IT FURTHER RESOLVED, that the Commission shall present their final report and recommendation to the County Council on or before March 25, 2025.

AND BE IT FURTHER RESOLVED, that the Commission shall establish a schedule of public hearings to be held at various times and locations in the County. Virtual meetings are permitted.

AND BE IT FURTHER RESOLVED, that the Commission shall conduct meetings in accordance with the Maryland Open Meetings Act and Robert's Rules of order.

AND BE IT FURTHER RESOLVED, that all recommendations shall be approved by a majority of the Commission members before the recommendations are forwarded to the Council.

AND BE IT FURTHER RESOLVED, that the Commission shall adopt or designate, and may modify, rules of procedure to accomplish the charges set forth in this Resolution.

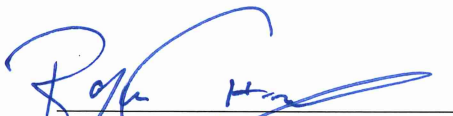
AND BE IT FURTHER RESOLVED, that the Commission shall be dismissed and dissolved upon the presentation of its report and recommendations.

AND BE IT FURTHER RESOLVED, that the Compensation Review Commission members serve at the pleasure of the County Council and may be removed at any time by the vote of 4 Council Members. In the event of a vacancy, the Council shall appoint a new Commission member.

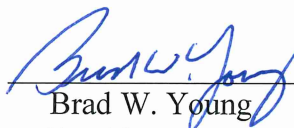
The undersigned hereby certifies that this Resolution was approved and adopted on the 17th day of December, 2024.

ATTEST:

COUNTY COUNCIL OF
FREDERICK COUNTY, MARYLAND



Ragen Cherney
Council Chief of Staff

By:  _____
Brad W. Young
President 

Attachment A

Salary is defined in the Frederick County Charter as, “the fixed amount of money paid annually to an office holder for the duties performed.” (Charter § 104(t)) The Commission shall consider the following when reviewing and making any recommendations on the salaries of the County Executive and Council Members:

County Executive

- Consider what is reasonable and ethical given that the position is full time
- Consider what level of compensation is needed to attract and retain valuable, competent, and qualified persons for office
- Compare the salaries of County Executives across the state, considering the following items:
 - County population
 - Number of employees
 - Key differences in types of services or levels of services offered
 - Number of residents requiring services
 - Size of the annual budget
 - Cost of living
 - Differences in full time versus part time employment
 - Whether additional benefits are provided (including insurance, pension, retirement, etc.)
- Consider the scope of responsibilities and duties of the CE
- Consider the value of permitting annual increases in salary (annual percentage increase or increase tied to a metric, like Cost of Living)
- Consider whether other CE are permitted to engage in outside employment

Council Members

- Consider what is reasonable and ethical given that the position is part time
- Consider what level of compensation is needed to attract and retain valuable, competent, and qualified persons for office
- Compare the salaries of other similar positions in other jurisdictions in the state and region, considering the following items:
 - County population
 - Size of the annual budget
 - Cost of living
 - Differences in full time versus part time employment
 - Whether additional benefits are provided (including insurance, pension, retirement, etc.)
- Consider the number of work hours and work days on average needed to accomplish work duties and objectives
- Consider the scope of responsibilities and duties of the CM
- Consider the value of permitting annual increases in salary (annual percentage increase or increase tied to a metric, like Cost of Living)
- Consider whether outside employment is permitted