



ELECTION 101

Running for Office in Auburn

Candidate Workshop

Presented by the City of Auburn



An Inclusive Auburn initiative

AGENDA

- Welcome & Introductions
- Brief history of Auburn
- Auburn's demographics and character
- Auburn's form of government
- Councilmember commitment, roles & responsibilities
- Auburn's organizational structure
- City's budget basics
- Services the City government does not control
- What to expect if elected
- Wrap-up

Inclusive Auburn Initiative



We will foster and maintain a safe environment of respect and inclusion for all of Auburn's residents, employees and visitors. We have a pivotal role in creating a sense of belonging for all people.

We will:

- Eliminate systemic causes of disparities, racial and otherwise, in Auburn City Government.
- Promote inclusion and create opportunities for full participation for every resident and business in the City of Auburn.
- Reduce, and eventually eliminate, disparities of outcomes in our community.

What to expect

We won't be talking about:

- Political issues
- Campaign strategies
- Partisanship

We will be talking about:

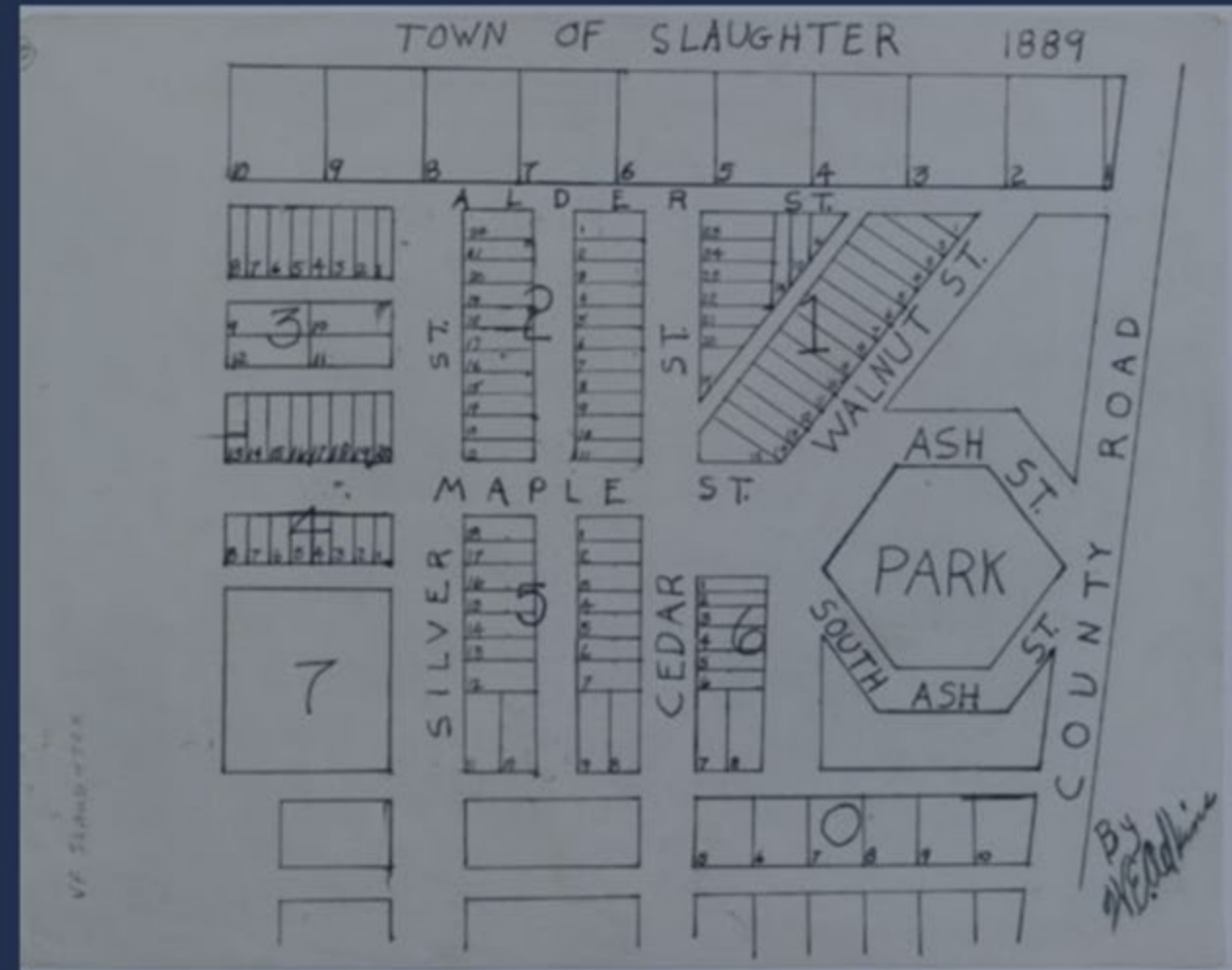
- City of Auburn as a local government agency
- Basic responsibilities of an Auburn City Councilmember
- Auburn's form of government

(Per RCW 42.17A.555: No elective official nor any employee of his or her office nor any person appointed to or employed by any public office or agency may use or authorize the use of any of the facilities of a public office or agency, directly or indirectly, for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition.)

Important Dates for 2023

Election 101	April 27, 2023
Candidate Filing	May 15-19, 2023
Deadline to Withdraw	May 22, 2023 4:30 pm
Candidate Forum	June 13, 2023
Primary Election	August 1, 2023
General Election	November 7, 2023

Short
HISTORY
of Auburn, Washington



1889 Map of the Town of Slaughter courtesy of the White River Valley Museum

Est. 1891



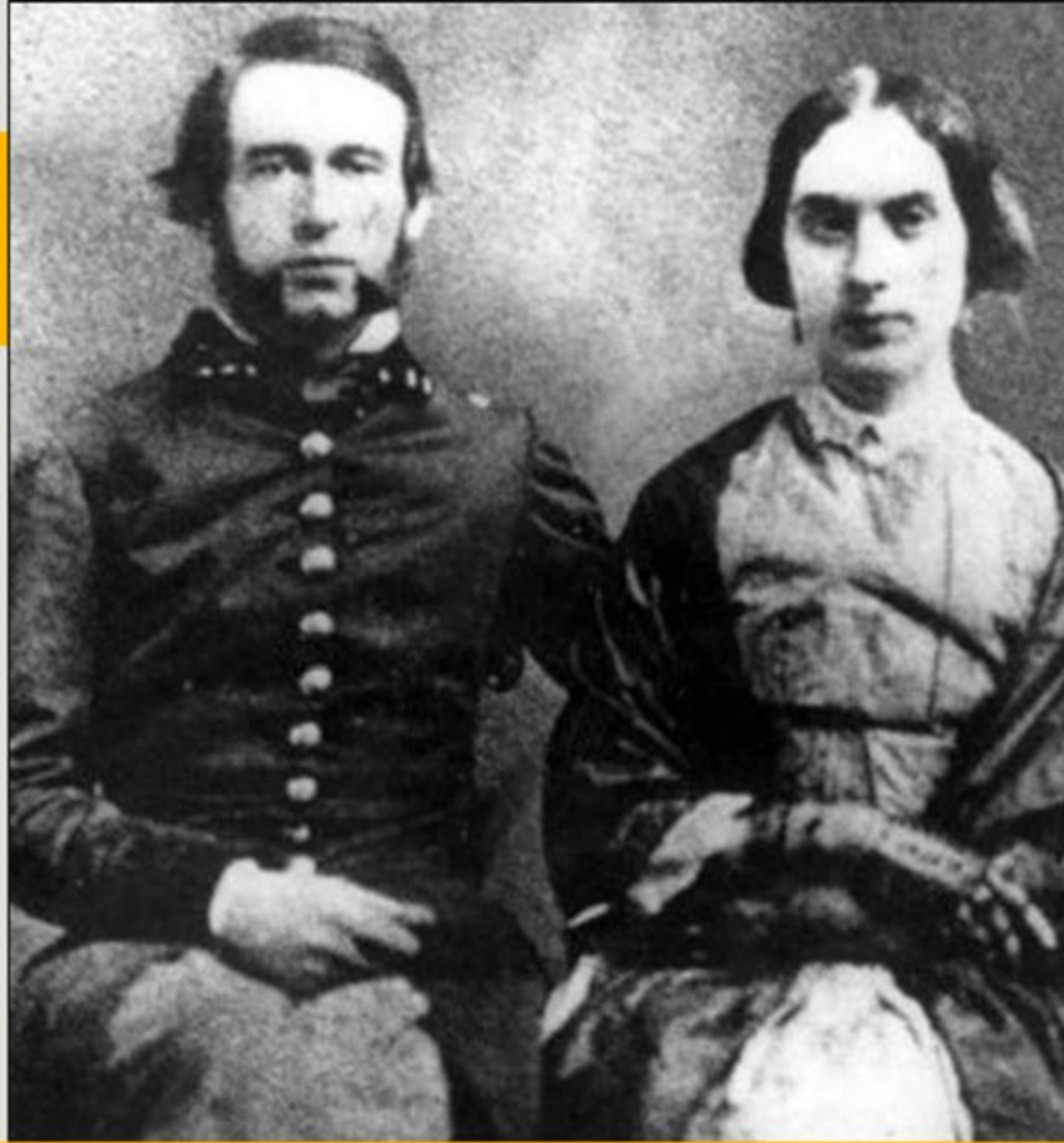
Tom and Eliza Wil-etch-Tid, c. 1900

Before Auburn

- Auburn is located near the original confluence of the Green and White rivers, both of which contain runoff water from the Cascade Mountain range.
- The valley was originally the home of the Skopamish, Smalhkamish, and Stkamish Indian tribes.
- The first white men in the region were explorers and traders who arrived in the 1830s.
- The **Muckleshoot Indian Reservation was established in 1857**
- The Tribe is a federally recognized Indian tribe whose membership is composed of descendants of the Duwamish and Upper Puyallup people who inhabited Central Puget Sound for thousands of years before non-Indian settlement.
- The Tribe's name is derived from the native name for the prairie on which the Muckleshoot Reservation was established.

Town of Slaughter?

- Incorporated in 1891, Auburn was originally named **Slaughter** after Lieutenant William Slaughter
- **Renamed to Auburn** in 1893
- The name was taken from the first line of Oliver Goldsmith's poem, *The Deserted Village*: "Sweet Auburn! Loveliest village of the plain." (*Or stolen from New York?*)



Lieutenant and Mrs. William Slaughter, c. 1854

Demographics & Population

White alone	57.7%
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Black or African American alone	7.2%
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American Indian and Alaska Native alone	1.7%
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Asian alone	12.0%
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Native Hawaiian and Other Pacific Islander alone	2.8%
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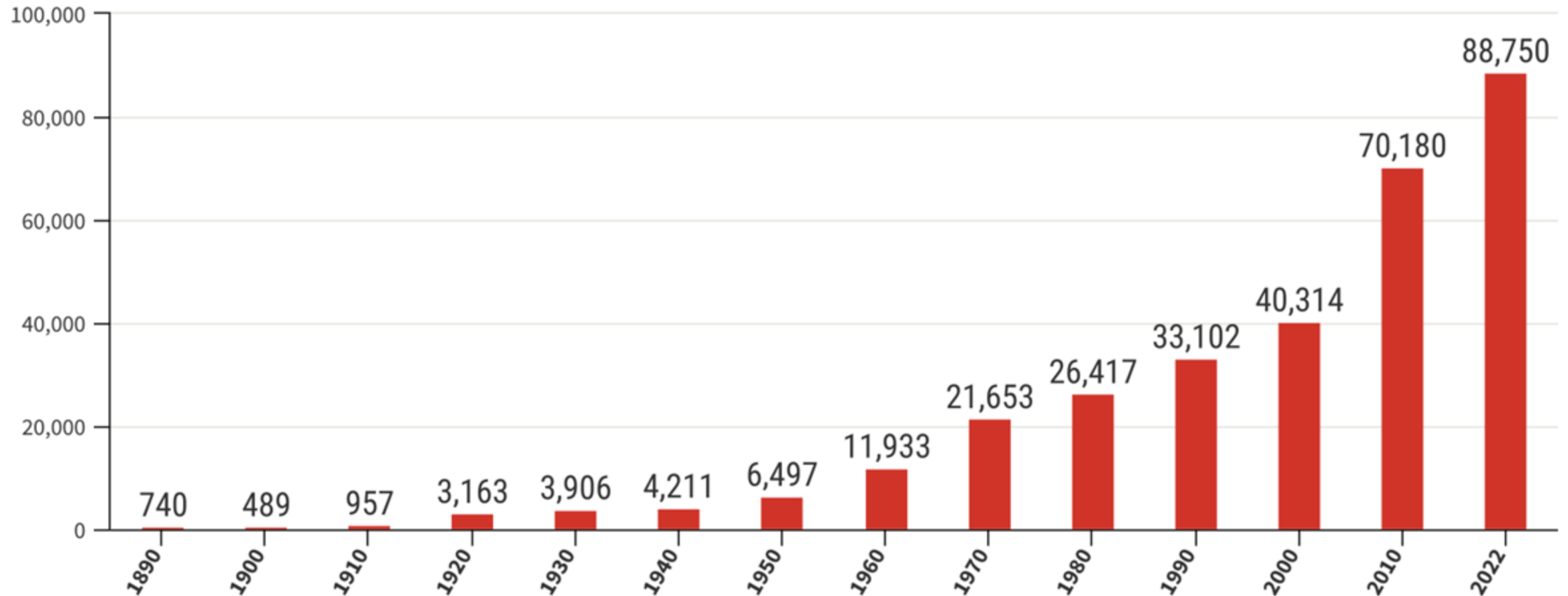
Two or More Races	11.0%
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Hispanic or Latino, percent	17.4%
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White alone, not Hispanic or Latino	50.9%
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Demographics & Population

Auburn's Population



Source: US Census & Office of Financial Management

Co-Equal Branches of Government

Separation of power is the foundation of democracy

*Makes the
laws*



Legislative

*Carries out
the laws*



Executive

*Interprets
the laws*



Judicial

Federal

Congress

President

Supreme Court and Federal Courts

State

Legislature

Governor

State Courts

County

Council

Executive

County Courts

Local

Council

Mayor

Local Courts

Auburn's Form of Government

There are three
forms of city/town
government in
Washington



Mayor-Council



Council-Manager



Commission

- The City of Auburn functions under the **Mayor-Council** form of government
- The mayor-council form consists of an elected mayor who serves as the city's chief administrative officer, and a council which serves as the municipality's legislative body.

**The mayor-council form of government is the most common in Washington state with 227 of our 281 cities (60%).*

City Council Duties

The Council is responsible for:

- Setting policy
- Adopting the biennial budget
- Adopting laws
- Determining the services to be provided and the funding levels for those services
- Confirming members to advisory boards and commissions

City Council Duties

In the course of duties, Council members will:

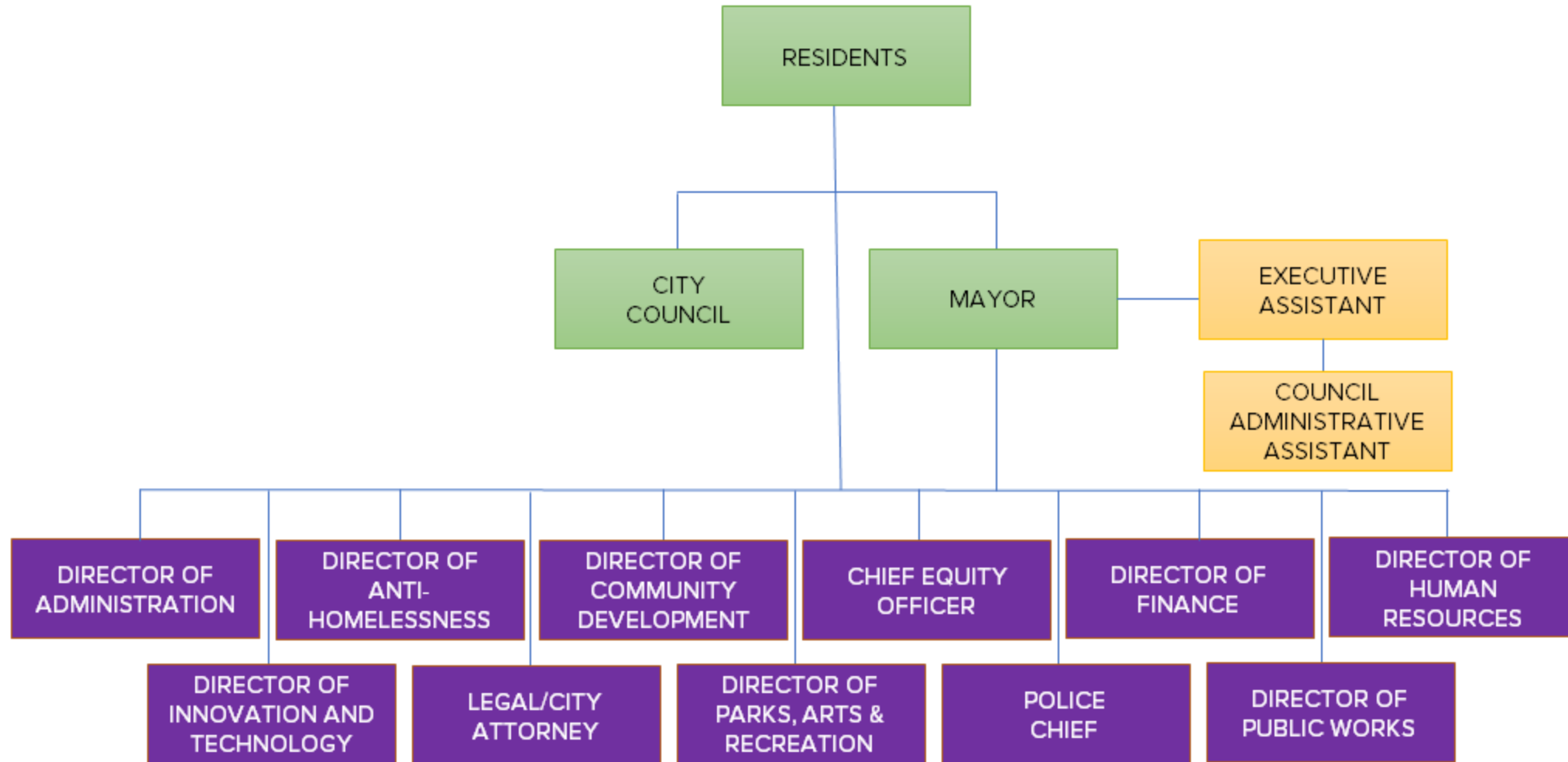
- Be a member of a special focus area
- Select a Deputy Mayor
- Engage with various departments, staff, and the Mayor
- Represent Auburn in regional initiatives and organizations

City Council Duties

General time commitment:

- Four council meetings per month (2 hours or more per meeting)
- Serving on regional committees and policy boards (2-4 hours per month or more)
- Some travel is expected locally, regionally, and at times nationally
- Monthly Council Member salary as of July 1, 2023 will be \$1,555.20 per month and Deputy Mayor will be \$2,073.60 (no benefits)

City of Auburn Organizational Chart



The City of Auburn employs approximately 500 people

ADMINISTRATION

Divisions & Basic Functions

- Communications: Internal and external outreach
- Emergency Management: Helps city prepare for and respond to disasters
- Facilities: Provides all City departments and the public with a safe and clean environment

Number of Employees: 20

ANTI-HOMELESSNESS

Divisions & Basic Functions

Provide outreach and services to persons in Auburn experiencing homelessness with compassion, expect accountability of all and ensure all in the community understand their role in addressing the issue

Number of Employees: 2

COMMUNITY DEVELOPMENT

Divisions & Basic Functions

- Permitting and Licensing
- Economic Development
- Code Enforcement
- Community Services
- Long Range Planning
- South King Housing and Homelessness Partners (SKHHP)

Number of Employees: 35

OFFICE OF EQUITY

Divisions & Basic Functions

- Normalize concepts of racial equity, social justice, inclusion and belonging within city government
- Train and organize staff around advancing equity in their departments and in the community
- Operationalize equitable policies, programs, and procedures using an equity lens within city government
- Increasing access to relevant equity data

Number of Employees: 2

FINANCE

Divisions & Basic Functions

- Financial Planning and Budget
- Financial Operations
- Financial Reporting and Accounting:
- Utility Customer Service and Billing: Customer service and billing for 21,538 water, sewer, storm utility accounts

Number of Employees: 28

HUMAN RESOURCES & RISK MANAGEMENT

Divisions & Basic Functions

Overall, the department plays a vital role in managing the workforce, fostering a positive environment, and mitigating risks to ensure the efficient and effective functioning of city government.

- Personnel Management
- Employee Development
- Policy Enforcement
- Risk Identification and Mitigation
- Conflict Resolution
- Employee Relations
- Legal Compliance

Number of Employees: 9

INNOVATION & TECHNOLOGY

Divisions & Basic Functions

The IT department is the central location of all technology and IT procurement within the City.

- Infrastructure & Security
- Projects
- Business Systems
- GIS
- Customer Success

Number of Employees: 18

LEGAL/CITY ATTORNEY

Divisions & Basic Functions

The City Attorney's Office represents the City in its day-to-day operations and provides legal advice to the Mayor, City Council, Administration, and boards and commissions that make up the municipal government of the City of Auburn.

- Civil
- Prosecution
- City Clerk's Office
- Real Estate

Number of Employees: 21

PARKS, ARTS & RECREATION

Divisions & Basic Functions

The department focuses on protecting and maintaining Auburns Natural and Built Environment through a vibrant system of parks, open space and trails while enhancing the quality of life for our residents and guests by providing outstanding recreation and cultural opportunities.

- Parks
- Arts
- Recreation
- Senior Center
- Community Events
- White River Valley Museum & Mary Olson Farm
- Auburn Golf Course
- Mountain View Cemetery & Pioneer Cemetery

Number of Employees: 58

(As well hundreds of Part Time Employees and Volunteers)

POLICE

Divisions & Basic Functions

To protect life and property within the City and ensure that citizens enjoy a quality of life.

- Patrol
- Investigations
- Administrative Services
- Inspectional Services

Number of Employees: 139*

*(118 commissioned officers + 21 non-commissioned staff)

PUBLIC WORKS

Divisions & Basic Functions

The Public Works Department is responsible for the planning, design, construction, operations, and maintenance of the City's potable water, sanitary sewer, storm drainage, streets and transportation systems.

- Transportation
- Water System
- Sanitary Sewer System
- Storm Drainage System
- Airport
- City Fleet
- Capital Construction and Contracting
- ROW Management
- Permitting and Development

Number of Employees: 145



What the City does not control

- Schools
- Electricity/Gas
- Fire department
- Cable television
- Phone Services
- Internet services
- Libraries
- Trains and buses (Route 497/Lakeland shuttle – partially paid by City)
- Judicial system



What to expect if elected

- Legal requirements
- Ceremonial events
- Orientation and onboarding
- Training
- Selection of chairs/vice chairs for special focus areas
- Filling regional committee vacancies

Additional Resources

- **Council Member Duties** – City of Auburn
- Running for Office - King County Elections
- **So you want to be an elected official** - Association of Washington Cities (AWC)
- **Getting Into Office** - Municipal Research & Services Center (MRSC)
- **King County 2023 Candidate Manual** – Filing for Office
- **Public Disclosure Commission**

All above resources are listed and linked at www.auburnwa.gov/elections



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