



State of Washington
PUBLIC DISCLOSURE COMMISSION

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Memorandum

To: Public Disclosure Commission

From: Tabitha Townsend, Compliance Coordinator

Date: March 17, 2022

Subject: Jessica Mary (Roberts) Mayfield; PDC Case 94073; Review Hearing

Matter for Review:

During a Brief Enforcement Hearing held on February 17, 2022, Jessica Mary Mayfield (formerly Jessica Mary Roberts) was found to have violated RCW 42.17A.700 for failure to timely file a Personal Financial Affairs Statement (F-1 report) with the Public Disclosure Commission (PDC) no later than April 15, 2021. At the February 17, 2022 Brief Enforcement Hearing, an Order imposing a \$250 penalty, with \$125 suspended, was entered, which Jessica Mary (Roberts) Mayfield now requests the Commission review.

Background:

- Jessica Mary (Roberts) Mayfield (the “Respondent”) served as City Council Member of City of Medical Lake for the term January 1, 2019 through December 31, 2020. The Respondent has no prior violations with the PDC.
- Pursuant to RCW 42.17A.700, an elected or appointed official who held office in 2020 was required to file an F-1 report, disclosing financial information for calendar year 2020, no later than April 15, 2021.
- In March and April of 2021, PDC staff sent email reminders to all elected and appointed officials regarding their missing F-1 reports for calendar year 2020.
- On May 12, 2021, PDC staff emailed a warning letter to the Respondent regarding her missing F-1 report for calendar year 2020 at her official Medical Lake email address.
- On January 24, 2022, PDC staff emailed the Respondent a hearing notice for a Brief Adjudicative Proceeding (Brief Enforcement Hearing) to be held on February 17, 2022. **(Exhibit 1)** The hearing notice was sent to the Respondent’s official Medical Lake email address.

- At the Brief Enforcement Hearing held on February 17, 2022, the Respondent was found in violation of RCW 42.17A.700 for failure to timely file the F-1 report no later than April 15, 2021, and was assessed a \$250 penalty, of which \$125 was suspended, consistent with WAC 390-37-143, the Brief Enforcement Hearing penalty schedule adopted by the Commission. **(Exhibit 2)**
- On February 19, 2022, the Respondent filed an F-1 report covering calendar year 2020 activity. **(Exhibit 3)**
- On March 4, 2022, PDC staff served the Initial Order memorializing the Commission's ruling, by email and mail, to an updated email address and the mailing address-of-record.

Request for Review:

- On February 24, 2022, the Respondent contacted PDC staff by email to appeal the penalty assessed in the Initial Order entered March 4, 2022 based on the facts that she 1) had a life-threatening medical diagnosis and treatment that began in February of 2020 which lasted two years; 2) resigned her position in December of 2020; 3) thought she had filed the F-1 report; and 4) did not receive the PDC's notices regarding her missing report because her official email account was closed. The Respondent indicated she was unaware of the PDC's attempts to reach her until she read the hearing notice that the Mayor, Terri Cooper, forwarded her on February 16, 2022. She was undergoing surgery on the day of the Brief Adjudicative Proceeding (February 17, 2022) and completed the F-1 report while in the hospital. **(Exhibit 4)**
- On March 14, 2022, PDC staff served the Respondent, by email, with a hearing notice for a March 24, 2022 Review Hearing before the Public Disclosure Commission, along with instructions on how to participate in the hearing remotely. **(Exhibit 5)**