

ORDINANCE O-4933

AN ORDINANCE OF THE CITY OF KIRKLAND AMENDING CHAPTER 3.11 OF THE KIRKLAND MUNICIPAL CODE RELATING TO THE SALARY COMMISSION.

1 WHEREAS, in 2005, the Kirkland City Council created a Salary Commission with the
2 responsibility for reviewing and establishing the salaries paid to the City's councilmembers,
3 including the mayor, consistent with state law; and
4

5 WHEREAS, the Salary Commission is governed by chapter 3.11 of the Kirkland
6 Municipal Code (KMC), which establishes a Commission comprised of three members who
7 serve staggered three-year terms and who annually review Council salaries; and
8

9 WHEREAS, in 2023 and 2024, the Salary Commission recommended that the City
10 Council consider modifications to the structure of the Salary Commission, including changes
11 to the Commission, namely that Council expand the Salary Commission from three to five
12 members, modify the frequency of Salary Commission meetings from annual to biannual, and
13 adjust the commissioners' term lengths to fit the revised meeting frequency; and
14

15 WHEREAS, increasing the number of members of the Commission from three to five
16 members would enhance the Commission's deliberative and decision-making processes, build
17 resiliency into the Commission, and bring more diverse perspectives to the Commission; and
18

19 WHEREAS, adjusting the frequency of the Salary Commission meetings from annually
20 to biannually once every other even-numbered year beginning in 2026 would create
21 efficiencies for the commission and staff and still allow the Commission to timely evaluate how
22 the Council's compensation compares with those of comparable cities; and
23

24 WHEREAS, having the Salary Commission meet every other even-numbered year
25 would align well with the City's biannual budget adoption and would allow the gathering and
26 reviewing of meaningful data and feedback related to the time spent on City work and the
27 responsibilities of councilmembers, who are elected in odd-numbered years; and
28

29 WHEREAS, the current three-year terms for commissioners would not align well with a
30 biannual salary review cycle, while a four-year term would allow each member to serve two full
31 salary review cycles; and
32

33 WHEREAS, the Council desires to implement the modifications recommended by the
34 Salary Commission to increase the membership, alter the frequency of salary review, and
35 modify commissioners' term lengths.
36

37 NOW, THEREFORE, the City Council of the City of Kirkland do ordain as follows:
38

39 Section 1. Section 3.11.010 of the Kirkland Municipal Code (KMC), and the
40 corresponding portions of Ordinance O-4560 § 1 (2017), is amended to read as follows, with
41 the new text shown in underline and deletions shown in ~~strikethrough~~; all other provisions of

42 these sections remain unchanged and in full force, and these provisions for identifying changes
43 apply throughout this ordinance:
44

45 **3.11.010 Commission Created – Membership, appointment, compensation, term.**

46
47 (a) There is created a salary commission for the city. The commission shall consist of
48 ~~three~~five members, to be appointed by the mayor with the approval of the city council.
49

50 (b) A member of the commission shall serve for a ~~three~~four-year term without
51 compensation, and shall be a resident of the city. The initial members shall be appointed for
52 staggered terms.
53

54 (c) No member of the commission shall be appointed to more than two terms.
55

56 (d) A member of the commission shall not be an officer, official, or employee of the city or
57 an immediate family member of an officer, official, or employee of the city. For purposes of
58 this section, "immediate family member" means the parents, spouse, siblings, children, or
59 dependent relatives of an officer, official, or employee of the city, whether or not living in the
60 household of the officer, official, or employee.
61

62 Section 2. To better ensure staggered terms consistent with the biannual meeting
63 frequency, the existing term for the commissioner position whose term expires on March 31,
64 2028, shall be extended from an additional year to March 31, 2029, and the initial terms for
65 the two new additional commissioner positions shall be staggered with one position serving
66 until March 31, 2029, and the other serving until March 31, 2031.
67

68 Section 3. KMC 3.11.040, and the corresponding portions of Ordinance O-4840 § 1
69 (2023), is amended to read as follows:
70

71 **3.11.040 Duties.**

72
73 (a) The commission shall have the duty to review the salaries paid by the City to the mayor
74 and city council. If after such review the commission determines that the salary paid to the
75 mayor or city council should be increased or decreased, the commission shall file a written
76 salary schedule with the city clerk indicating the increase or decrease in salary.
77

78 (b) The commission shall convene and complete its first review of the salaries paid to the
79 mayor and city council within ninety days of the appointment of the commission. Should the
80 commission determine that the salary paid to the mayor or city council should be increased or
81 decreased, the commission shall file its initial schedule of salaries for the mayor and city
82 council with the city clerk no later than the ninety-first day following the appointment of the
83 commission.
84

85 (c) For subsequent years, the commission may with notice meet during any month and
86 shall meet no less than every even-numbered ~~one-time~~ per year. The commission shall meet
87 at minimum during the months of August or September.
88

89 (d) All meetings of the commission shall be open to the public. Community members shall
90 have an opportunity to comment or submit comments in writing prior to a commission vote to
91 increase or decrease salaries.
92

93 (e) Should the commission determine that the salary paid to the mayor or city council
94 should be increased or decreased, the commission shall file its schedule of salaries with the
95 city clerk no later than December 1. Any increase or decrease in salary shall become effective
96 and incorporated into the city budget without further action of the city council or the
97 commission.

98
99 (f) Salary increases established by the commission shall be effective as to all members of
100 the city council, regardless of their terms of office.

101
102 (g) Salary decreases established by the commission shall not be effective as to incumbent
103 city council members until the commencement of their next term of office.

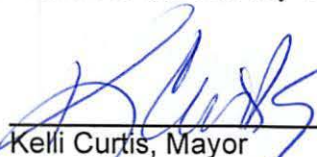
104
105 (h) Any adjustment of salary by the commission shall supersede any city ordinance related
106 to the budget or fixing of salaries, but only to the extent there is a conflict.

107
108 Section 4. If any provision of this ordinance or its application to any person or
109 circumstance is held invalid, the remainder of the ordinance or the application of the provision
110 to other persons or circumstances is not affected.

111
112 Section 5. This ordinance shall be in force and effect five days from and after its
113 passage by the Kirkland City Council and publication, as required by law.

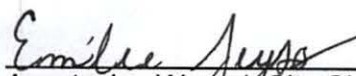
114
115 Passed by majority vote of the Kirkland City Council in open meeting this 7th day of
116 April 2026.

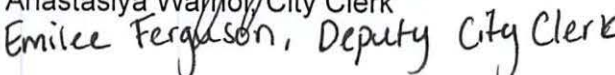
117
118 Signed in authentication thereof this 7th day of April 2026.



Kelli Curtis, Mayor


Attest:



Anastasiya Warnol, City Clerk

Emilee Ferguson, Deputy City Clerk

Publication Date: April 13, 2026

Approved as to Form:



Darcey Eilers, City Attorney

PUBLICATION SUMMARY
OF ORDINANCE NO. O-4933

AN ORDINANCE OF THE CITY OF KIRKLAND AMENDING CHAPTER 3.11
OF THE KIRKLAND MUNICIPAL CODE RELATING TO THE SALARY
COMMISSION .

1 SECTION 1. Amending Section 3.11.010 of the Kirkland Municipal Code (KMC)
2 relating to the membership and terms of the City's Salary Commission.
3

4 SECTION 2. Providing for one-time adjustments to the terms of some of the salary
5 commission positions in order to provide for staggered terms aligned with the new meeting
6 frequency.
7

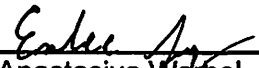
8 SECTION 3. Amending KMC 3.11.040 relating to the duties of the Salary
9 Commission.
10

11 SECTION 4. Provides a severability clause for the ordinance.
12

13 SECTION 5. Authorizes publication of the ordinance by summary and establishes the
14 effective date as five days after publication of summary.
15

16 The full text of this Ordinance will be mailed without charge to any person upon request
17 made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City
18 Council at its meeting on the 7th day of April 2026.
19

20 I certify that the foregoing is a summary of Ordinance O-4933 approved by the Kirkland
21 City Council for summary publication.



Anastasiya Warnhol, City Clerk
Emilee Ferguson, Deputy City Clerk