

ORDINANCE O-4934

AN ORDINANCE OF THE CITY OF KIRKLAND AMENDING CHAPTER 3.54 OF THE KIRKLAND MUNICIPAL CODE RELATING TO THE CIVIL SERVICE COMMISSION.

1 WHEREAS, in 1980, the City Council created the Kirkland Civil Service Commission to
2 ensure that employment actions related to police officers and firefighters are made on the basis
3 of merit rather than favoritism, race, political affiliation, or religion; and
4

5 WHEREAS, the Civil Service Commission is governed by chapter 3.54 of the Kirkland
6 Municipal Code (KMC), which establishes a Commission comprised of three members
7 appointed by the City Manager and confirmed by the City Council, and the Commission has
8 adopted more specific civil services rules under authority delegated from the City Council; and
9

10 WHEREAS, state law requires that cities are governed by a civil service system, either
11 through the provisions established in state law under chapters 41.08 and 41.12 RCW or
12 through a locally adopted civil service commission, such as the one Kirkland has, provided the
13 local regulations must "substantially accomplish the purpose of" the statutory chapters; 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 and
17 bring more diverse perspectives to the Commission, while still substantially accomplishing the
18 purposes of chapters 41.08 and 41.12 RCW by providing additional unbiased community input
19 into civil service functions; and
20

21 WHEREAS, currently, to be eligible for appointment to the Commission, a community
22 member must have resided in Kirkland for a minimum of three years prior to appointment,
23 which replicates state law provisions for city civil service commissions, while in contrast, the
24 state law provisions for county civil service commissions requires residency for a minimum of
25 only two years; and
26

27 WHEREAS, modifying the Commission's membership qualifications by reducing the
28 prior residency requirement from three to two years would provide community members with
29 additional opportunities to serve Kirkland and better ensure that there are sufficient volunteers
30 willing to serve on the commission while still substantially accomplishing the purposes of
31 chapters 41.08 and 41.12 RCW to ensure that commission members have adequate,
32 legitimate ties to the community where they serve; and
33

34 WHEREAS, modifying the term of office from six years to four years will make the Civil
35 Service Commission consistent with the four-year terms of office of other City Boards and
36 Commissions; and
37

38 WHEREAS, the Council desires to increase the membership of the Civil Service
39 Commission, reduce the prior residency eligibility requirement by one year, and reduce the
40 term of office to four years.
41

42 NOW, THEREFORE, the City Council of the City of Kirkland do ordain as follows:
43

44 Section 1. Kirkland Municipal Code Section 3.54.010, and the corresponding portions
45 of Ordinance O-2570 § 2 (1980), is amended to read as follows, with the new text shown in
46 underline and deletions shown in ~~strikethrough~~; all other provisions of these sections remain

47 unchanged and in full force, and these provisions for identifying changes apply throughout
48 this ordinance:
49

50 **3.54.010 Created – Appointment, terms, removal and quorum.**
51

52 There is created in the city a civil service commission which shall be composed of ~~five~~ three
53 persons. The members of such commission shall be appointed by the city manager, provided
54 that members of the civil service commission constituted pursuant to Kirkland Municipal Code
55 Chapters 3.52 and 3.56, which were repealed by Section 1 of the ordinance codified in this
56 chapter shall be the initial commissioners of the newly created civil service commission and
57 shall continue in office until the terms of their original appointment expire. The members of
58 such commission shall serve without compensation. No person shall be appointed a member
59 of such commission who is not a citizen of the United States, a resident of such city for at least
60 ~~two~~ three years immediately preceding such appointment, and an elector of the county wherein
61 he resides. ~~Except for the initial commission, the~~ The term of office of such commissioners shall
62 be for ~~six~~ four years. Any members of such commission may be removed from office for
63 incompetency, incompatibility or dereliction of duty, or malfeasance in office, or other good
64 cause; provided, however, that no member of the commission shall be removed until charges
65 have been preferred, in writing, due notice and a full hearing had. The members of such
66 commission shall devote due time and attention to the performance of the duties hereinafter
67 specified and imposed upon them by this chapter. ~~Two~~ Three members of such commission
68 shall constitute a quorum and the votes of any ~~two~~ three members of such commission
69 concurring shall be sufficient for the decision of all matters and the transaction of all business
70 to be decided or transacted by the commission under or by virtue of the provisions of this
71 chapter. Confirmation of said appointment or appointments of commissioners by any legislative
72 body shall be required.
73


74 Section 2. To ensure staggered terms of office, the initial terms for the two new
75 additional commissioner positions created in Section 1 of this ordinance shall be staggered
76 with one position serving a three-year term until December 31, 2029, and the other serving an
77 initial five-year term until December 31, 2031. Current members of the Civil Service
78 Commission shall continue in office until the terms of their original appointment expire. All
79 terms thereafter shall be for four years.
80

81 Section 3. If any provision of this ordinance or its application to any person or
82 circumstance is held invalid, the remainder of the ordinance or the application of the provision
83 to other persons or circumstances is not affected.
84

85 Section 4. This ordinance shall be in force and effect five days from and after its
86 passage by the Kirkland City Council and publication, as required by law, in the summary form
87 attached to the original of this ordinance.
88


89 Passed by majority vote of the Kirkland City Council in open meeting this 7th day of
90 April, 2026.
91

92 Signed in authentication thereof this 7th day of April, 2026.



Kelli Curtis, Mayor

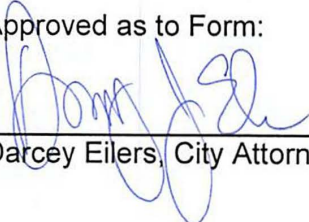
Attest:



Anastasiya Warhol, 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-4934

AN ORDINANCE OF THE CITY OF KIRKLAND AMENDING CHAPTER 3.54
OF THE KIRKLAND MUNICIPAL CODE RELATING TO THE CIVIL SERVICE
COMMISSION .

1 SECTION 1. Amending Section 3.154.010 of the Kirkland Municipal Code relating to
2 the membership of the City's Civil Service Commission
3


4 SECTION 2. Establishing the initial terms for two new additional positions on the Civil
5 Service Commission in order to provide for staggered terms.
6

7 SECTION 3. Provides a severability clause for the ordinance.
8

9 SECTION 4. Authorizes publication of the ordinance by summary and establishes the
10 effective date as five days after publication of summary.
11

12 The full text of this Ordinance will be mailed without charge to any person upon request
13 made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City
14 Council at its meeting on the 7th day of April, 2026.
15

16 I certify that the foregoing is a summary of Ordinance O-4934 approved by the Kirkland
17 City Council for summary publication.



Anastasiya Warrhol, City Clerk
Emilee Ferguson, Deputy City Clerk