



Memorandum

Date: 5/7/2024
Meeting of: City Council

File No. AM No. 24-062
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files, Chief Operating Officer	425-556-2166
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DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Adoption of an Ordinance for Code Changes to Salary Commission Redmond Municipal Code Sections 2.38 and 4.47

- a. An Ordinance of the City Of Redmond, Washington, Amending the Redmond Municipal Code Including Sections 2.38.010 and 2.38.020 Mayor and Council Salary Review and Sections 4.47.020, 4.47.030, 4.47.040, 4.47.050, and 4.47.060 Redmond Salary Commission

OVERVIEW STATEMENT:

The Redmond Municipal Code (RMC) provides that the salaries for the Mayor and City Council will be reviewed every four years during years in which the Office of the Mayor is up for election. Through Council discussions the recommended changes to RMC 2.28 and 4.47 are contained in the attached ordinance (Attachment A). As soon as the code revisions are approved staff will work to recruit and establish a Salary Commission to set Council salaries.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Redmond Municipal Code Chapters 2.38 and 4.47.
- **Required:**
Council approval is required for ordinance adoption.
- **Council Request:**
Finance, Administration and Communications Committee of the Whole, February 13, 2024.
- **Other Key Facts:**
The previous process to review the Mayor and City Council salaries resulted in no increases for the Mayor and Council. Amending the RMC would allow staff to recruit salary commission members and review Mayor and

Council salaries to ensure pay is commensurate with current market data.

OUTCOMES:

The Redmond Municipal Code only allows for Mayor and Council salaries to be reviewed every four years when the office of the Mayor is up for election. Per the discussion in February, Council requested options to amend the RMC regarding Salary Commission timing and procedures. Changes to the Redmond Municipal Code to implement the preferred option discussed on April 9th and confirmed on April 23rd include:

- Establishing a standing Salary Commission to review Council salaries every even year to coincide with the budget process.
- Establishing procedures for the removal of Salary Commissioners.
- Clarifying the Salary Commission cannot impose obligations upon Councilmembers that are not consistent with state statutes.
- Increasing the number of Salary Commissioners from five to seven members and revising the quorum requirements.
- Ensuring decisions are made by the majority of the Commission.

The agreed upon code changes are outlined in the ordinance in Attachment A. The redlined document of changes can be found in Attachment B.

In addition, Council discussed the history of Council benefits and potential changes to non-salary compensation. Per the Revised Code of Washington (RCW) 35.21.015, the Salary Commission is limited to setting salaries for the Council. It will be up to Council to approve any changes in benefits. Staff will bring forward a recommended benefit package for the Council to consider by the end of the year.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ Yes ☐ No ☒ N/A

Budget Offer Number:
N/A

Budget Priority:

Strategic and Responsive

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
2/13/2024	Committee of the Whole - Finance, Administration, and Communications	Provide Direction
4/9/2024	Study Session	Provide Direction
4/23/2024	Committee of the Whole - Parks and Environmental Sustainability	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

No time constraints are anticipated for this action. However, if changes to the Redmond Municipal Code are approved in a timely manner, the action would give staff enough time to establish a Salary Commission in 2024 and conclude the work in time to be placed in the 2025-2026 biennial budget process.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the next Salary Commission will be recruited in the next mayoral election year.

ATTACHMENTS:

Attachment A: Ordinance: Code Revisions to RMC 2.38 and 4.47

Attachment B: Redlined Document of Code Revisions