

Ordinance No. 7398

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING OLYMPIA MUNICIPAL CODE CHAPTER 2.05 RELATED TO THE INDEPENDENT SALARY COMMISSION**

**WHEREAS**, the Independent Salary Commission was created in 2017 by adoption of City of Olympia Ordinance No. 7089; and

**WHEREAS**, since 2017 the City of Olympia has engaged in efforts to expand and support diversity, equity, and inclusion so members of the community may participate in the City's respective boards, committees, and commissions by removing barriers to participation by the City's residents; and

**WHEREAS**, review of the Independent Salary Commission has revealed barriers to participation that should rightfully be removed to expand diversity and provide equity and inclusion for all residents of the City;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:**

**Section 1. Amendment of OMC 2.05.** Olympia Municipal Code Chapter 2.05 is hereby amended to read as follows:

**Chapter 2.05 INDEPENDENT SALARY COMMISSION**

- 2.05.000 Chapter Contents Sections:
- 2.05.010 Established.
- 2.05.020 Purpose – Function.
- 2.05.030 Membership.
- 2.05.040 Qualifications.
- 2.05.050 Operation.
- 2.05.060 Responsibilities and Duties.
- 2.05.070 Vacancies.
- 2.05.080 Removal.
- 2.05.090 Effective Date – Salaries.

**2.05.010 Established.**

There is created and established an independent salary commission.

**2.05.020 Purpose – Function.**

The independent salary commission shall review and establish the salaries of the Mayor, Mayor Pro Tem, and the Councilmembers and exercise the powers and perform the duties established by RCW 35.21.015, as now existing or hereafter amended.

**2.05.030 Membership.**

- A. The independent salary commission ~~shall consist~~ of five members appointed by the Mayor and approved by the City Council.
- B. The independent salary commission ~~shall serve~~ without compensation, but shall receive a stipend as provided in OMC 2.100.040(C) per meeting to defray expenses such as transportation, meals and child care.
- C. Each member of the independent salary commission ~~shall serve~~ a term of two (2)-years commencing upon appointment and terminating 24 months thereafter.
- D. No member of the commission ~~shall~~ may be appointed to more than two terms.

**2.05.040 Qualifications.**

A. No person ~~shall~~may be appointed to serve as a member of the independent salary commission unless that person is ~~a citizen of the United States~~, a resident of the City for at least one year immediately preceding such appointment, ~~and an elector of Thurston County~~, and is registered to vote in Thurston County.

B. No officer, official, or employee of the City or any of their immediate family members may serve on the commission. "Immediate family member" as used in this subsection means the parents, spouse, siblings, children, or dependent relatives of an officer, official, or employee, whether or not living in the household of the officer, official, or employee.

**2.05.050 Operation.**

A. The City Manager ~~will~~shall appoint appropriate city staff to assist the independent salary commission for clerical and support purposes.

B. The independent salary commission shall keep a written record of its proceedings, which ~~shall be~~is a public record in accordance with state law.

C. All meetings of the commission ~~shall be~~are open to the public pursuant to the Open Public Meetings Act, Chapter 42.30 RCW. The commission shall actively solicit public comment at all meetings, either verbally or in writing.

D. The independent salary commission shall meet as often as necessary in 2017 in order to file a salary schedule with the City Clerk on or before October 1, 2017. Once a salary schedule has been filed, the commission will not meet again until at least one year following the date of filing. Thereafter, the commission shall meet no less that one time per year, ~~during the months of June or July~~.

E. Three members of the commission ~~shall~~ constitute a quorum and the votes of three members ~~shall be~~is sufficient for the decision of all matters and the transaction of all business to be decided or transacted by the independent salary commission.

**2.05.060 Responsibilities and Duties.**

The independent salary commission ~~shall have~~has the following responsibilities:

A. To study the relationship of salaries to the duties of the Mayor, Mayor Pro-Tem, and the City Council, and to study the costs personally incurred by Councilmembers in performing such duties;

B. To study the relationship of Olympia City Councilmembers' salaries and benefits to those salaries and benefits of Councilmembers in other city jurisdictions of a comparable nature and other current market conditions.

C. To establish salary and benefits by either increasing or decreasing the existing salary and benefits for each position of Mayor, Mayor Pro-Tem, and Councilmembers by an affirmative vote of not less than three ~~(3)~~ members.

D. To review and file a salary and compensation schedule with the City Clerk not later than October 1, 2017, and when a salary commission is convened thereafter, by October 1 in any subsequent year.

**2.05.070 Vacancies.**

In the event of a vacancy in the independent salary commission due to resignation or removal, the Mayor shall appoint, subject to approval of the City Council, a person to serve the unexpired portion of the term of the former commissioner's position.

**2.05.080 Removal.**

A member of the independent salary commission ~~shall~~may only be removed from office for cause of incapacity, incompetence, neglect of duty, or malfeasance in office, or for a disqualifying change of residence.

**2.05.090 Effective Date – Salaries.**

A. The City Clerk ~~will~~shall publish the salary commission’s schedule of salary and compensation which ~~shall is not become effective until thirty (30) days after publication.~~ Such salary schedule ~~shall be is~~ subject to referendum petition filed in accord with OMC Chapter 1.16 within ~~thirty (30) days after filing of~~ the salary schedule. In the event of the filing of a valid referendum petition, the salary increase or decrease ~~shall does~~ not go into effect until approved by a vote of the people. Referendum measures ~~shall~~ must be submitted to the voters of the City at the next following general or municipal election occurring ~~thirty (30) days or more after the referendum petition is filed and shall be~~ governed by the provisions of the state Constitution or laws generally applicable to referendum measures.

B. Any salary increase or decrease ~~shall become is~~ effective and must be incorporated into the City budget without further action of the City Council or salary commission.

C. Salary increases established by the commission ~~shall be are~~ effective as to all members of the City Council, regardless of their terms of office.

D. Salary decreases established by the salary commission ~~shall are not be~~ effective as to incumbent City Councilmembers until commencement of their next term of office.

E. Any adjustment of salary by the commission ~~shall supersedes~~ any City ordinance related to the budget or fixing of salaries, but only to the extent there is a conflict.


F. Existing salaries for the Mayor, Mayor Pro-Tem, and Councilmembers established by City ordinance ~~shall remain~~ in effect unless and until changed in accordance with the provisions of this chapter.

**Section 2. Corrections.** The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 3. Severability.** If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances remains unaffected.

**Section 4. Ratification.** Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

**Section 5. Effective Date.** This Ordinance takes effect July 11, 2024, as provided by law.

  
MAYOR

**ATTEST:**

*Sean Krier*  
CITY CLERK

**APPROVED AS TO FORM:**

*Michael M. Young*  
DEPUTY CITY ATTORNEY

**PASSED:** July 9, 2024

**APPROVED:** July 9, 2024

**PUBLISHED:** July 14, 2024