



**RIDGEFIELD SALARY COMMISSION  
MEETING AGENDA**

**Tuesday, August 12, 2025  
Ridgefield Administrative Civic Center  
Room: Sara Conference Room  
510 Pioneer Street, Ridgefield, WA 98642**

**I. CALL TO ORDER - 5:30PM**

**II. ROLL CALL**

**III. PUBLIC COMMENT**

Anyone requesting to speak to the Commission may do so at the meeting or submit written comments to the City Clerk via email ([city.clerk@ridgefieldwa.us](mailto:city.clerk@ridgefieldwa.us)) or be placed in the drop box in front of City Hall no later than 3PM on the day of the scheduled meeting. Comments will be compiled and provided to the Salary Commission.

**IV. BUSINESS**

- 1. Approval of Minutes from August 1, 2024 Meeting - Julie Ferriss, City Clerk**
- 2. Projected 2026 Budget - Kirk Johnson, Finance Director**
- 3. Review Salary Schedule for Mayor and City Council Members - Lee Knottnerus, Deputy City Manager**

**V. ADJOURN**

**CITY OF RIDGEFIELD  
REQUEST FOR COMMISSION ACTION**

**MEETING DATE:** August 12, 2025

**AGENDA ITEM NAME:** Approval of Minutes from August 1, 2024 Meeting

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**SUMMARY/BACKGROUND:**

**STAFF CONTACT:** Julie Ferriss, City Clerk

**ATTACHMENTS:**

1. August 1, 2024 Minutes



**CITY OF RIDGEFIELD, WASHINGTON  
SALARY COMMISSION MEETING MINUTES  
AUGUST 1, 2024**

**Regular Meeting - 5:30 PM**

**I. CALL TO ORDER - 5:35PM**

**II. ROLL CALL**

**Present:**

Chair Shaun Ford  
Commission Member Darcy Rourk  
Commission Member Maria Swinger-  
Inskeep  
Commission Member Josh Coleman

**Absent:**

Commission Member Samantha Bolton

**III. PUBLIC COMMENT**

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None received.

**IV. BUSINESS**

**1. Approval of Minutes from June 13, 2023 Meeting - Julie Ferriss, City Clerk**

<b>RESULT:</b>	<b>(UNANIMOUS)</b>
<b>MOVER:</b>	Commission Member Darcy Rourk
<b>SECONDER:</b>	Commission Member Josh Coleman
<b>AYES:</b>	Chair Ford, Commission Member Rourk, Commission Member Swinger-Inskeep, Commission Member Coleman

**2. Projected 2025 Budget - Kirk Johnson, Finance Director**

Finance Director Kirk Johnson presented the projected 2025 budget to the Commission.

**3. Review Salary Schedule for Mayor and City Council Members - Lee Knottnerus, Deputy City Manager**

The commission reviewed and discussed a comparison of salaries for the Mayor and Council members in

other Washington cities that are comparable to the City of Ridgefield or Clark County.

MOTION: MOVED TO DIRECT STAFF TO CREATE AN ORDINANCE INCREASING MAYOR SALARY TO \$1,400 AND COUNCIL MEMBER SALARY TO \$725 FOR THE YEAR OF 2025.

<b>RESULT:</b>	<b>(UNANIMOUS)</b>
<b>MOVER:</b>	Commission Member Maria Swinger-Inskeep
<b>SECONDER:</b>	Commission Member Darcy Rourk
<b>AYES:</b>	Chair Ford, Commission Member Rourk, Commission Member Swinger-Inskeep, Commission Member Coleman

**4. Salary for Mayor and Councilmembers for 2025 -**

**V. ADJOURN**

6:00PM

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Julie Ferriss, City Clerk

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Salary Commission Chair

**CITY OF RIDGEFIELD  
REQUEST FOR COMMISSION ACTION**

**MEETING DATE:** August 12, 2025

**AGENDA ITEM NAME:** Projected 2026 Budget

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**SUMMARY/BACKGROUND:**

**STAFF CONTACT:** Kirk Johnson, Finance Director

**ATTACHMENTS:**

1. General Fund Operating Budget - Salary Commission



## 2026 Budget Operating Funds Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
<b>001 General Fund</b>							
<b>Revenue</b>							
Property Tax	2,213,832	2,333,788	2,500,000	2,495,000	2,660,000	-	2,660,000
Retail Sales & Other Tax	4,098,461	4,954,279	5,758,000	5,656,301	6,082,500	-	6,082,500
Public Safety Sales/Use Tax	230,760	255,585	250,000	247,460	275,000	-	275,000
Utility Taxes	1,838,309	1,994,656	2,110,000	2,192,750	2,310,000	-	2,310,000
License & Permits	88,782	101,305	102,240	102,995	110,240	-	110,240
Fines & Forfeits	61,009	82,959	73,000	75,640	83,200	-	83,200
Charge for Goods & Srvc	1,491,886	1,563,526	1,635,880	1,701,082	1,704,330	-	1,704,330
Intergovernmental/Grant	403,937	551,021	640,945	559,364	375,700	-	375,700
Other Rev/Donations	870,722	637,817	558,000	397,615	456,620	-	456,620
Transfers In	-	-	-	-	170,000	-	170,000
<b>Total Revenue</b>	<b>11,297,698</b>	<b>12,474,936</b>	<b>13,628,065</b>	<b>13,428,207</b>	<b>14,227,590</b>	<b>-</b>	<b>14,227,590</b>
<b>Expense</b>							
City Council	122,602	126,824	178,950	198,184	175,100	-	175,100
Judicial	293,785	356,122	350,000	345,136	360,000	-	360,000
Executive	310,372	342,440	390,400	366,814	405,550	-	405,550
Legal	82,596	86,100	105,000	83,503	105,000	-	105,000
Finance	895,909	960,099	1,033,250	1,029,314	1,128,350	-	1,128,350
Human Resources	431,921	488,052	510,050	507,685	531,700	26,000	557,700
Administration	685,793	737,878	819,150	754,782	882,500	39,000	921,500
Gen Govt/Facilities	2,350,531	2,507,951	2,149,820	2,201,351	1,800,370	-	1,800,370
Information Tech	460,564	371,068	522,500	434,888	515,000	-	515,000
Public Safety	4,031,695	4,439,669	5,085,325	4,785,331	5,336,500	70,000	5,406,500
Civil Service	166	170	1,000	188	850	-	850
Cemetery	51,996	83,799	90,100	68,426	73,350	-	73,350
Transfers	978,169	1,599,236	1,371,230	1,371,230	1,026,250	1,250	1,027,500
Community Development	118,816	318,774	551,450	463,938	226,900	-	226,900
Parks	1,041,644	1,689,677	3,504,100	2,316,338	1,331,250	-	1,331,250
<b>Total Expense</b>	<b>11,856,559</b>	<b>14,107,859</b>	<b>16,662,325</b>	<b>14,927,108</b>	<b>13,898,670</b>	<b>136,250</b>	<b>14,034,920</b>
<b>Net Total</b>	<b>(558,861)</b>	<b>(1,632,923)</b>	<b>(3,034,260)</b>	<b>(1,498,901)</b>	<b>328,920</b>	<b>(136,250)</b>	<b>192,670</b>
<b>Fund Balance</b>							
Beginning Fund Balance	8,926,561	8,367,701	6,734,778	6,734,778	5,235,877	5,564,797	5,235,877
Ending Fund Balance	8,367,700	6,734,778	3,700,518	5,235,877	5,564,797	5,428,547	5,428,547
GF Policy Reserve Balance	3,327,969	4,177,825	4,165,939	4,165,939	4,154,667	4,154,667	4,154,667
Fund Balance Available	5,039,731	2,556,953	(465,421)	1,069,938	1,410,130	1,273,880	1,273,880

# CITY OF RIDGEFIELD

## Salary Commission Staff Report

**AGENDA ITEM TITLE:**

Salary Commission Review

**GOVERNING LEGISLATION:**

Ridgefield Municipal Code Section 2.62

**BACKGROUND:**

The Ridgefield Salary Commission was created in 2014. Prior to 2014, the City Councilmembers determined their compensation, and no changes had been made since 2003.

Between 2003 – 2014, Mayor’s compensation was \$100 for Council Meetings and \$60 for Special Meetings with an annual maximum of \$6,000. Councilmembers compensation was \$50 for Council Meetings and \$50 for Specials Meetings for an annual maximum of \$3,000.

The new salary commission modified the compensation to salary to replace the pay-by-meeting model. The new salary was effective January 1, 2015. The salary adjustments from 2015 to present are represented in the table below:

INCREASE YEAR	MAYOR	COUNCIL MEMBER
<b>January, 2015</b>	\$750 (maximum of \$9,000)	\$375 (maximum of \$4,500)
<b>January, 2017</b>	\$1,000 (maximum of \$12,000)	\$500 (maximum of \$6,000)
<b>January, 2018</b>	NO CHANGE	NO CHANGE
<b>January, 2019</b>	NO CHANGE	NO CHANGE
<b>January, 2020</b>	\$1,050 (maximum \$12,600)	\$525 (maximum of \$6,300)
<b>January, 2021</b>	NO CHANGE	NO CHANGE
<b>January, 2022</b>	\$1,200 (maximum of (14,400)	\$600 (maximum of \$7,200)
<b>January, 2023</b>	\$1,300 (maximum of (\$15,600)	\$650 (maximum of \$7,800)
<b>January, 2024</b>	\$1,350 (maximum of \$16,200)	\$675 (maximum of \$8,100)
<b>January, 2025</b>	\$1,400 (maximum of \$16,800)	\$725 (maximum of \$8,700)

**PROCESS FOR DETERMINING THE SALARY SCHEDULE:**

The Commission uses the following process to develop the salary schedule:

1. Comparison of the salaries of Mayors and Councilmembers in comparable Washington cities.
2. Review of the current economic and budget conditions of the City.

**BUDGET/FINANCIAL IMPACTS:**

Budgetary impact will be based on Commission’s action.

**RECOMMENDED ACTION OR MOTION:**

Staff recommends conducting a discussion and providing staff with direction.

*MOTION: Move to take no action on salary adjustment for the year of 2026.*

or

*MOTION: Move to direct staff to create an Ordinance increasing Mayor Salary to \$\_\_\_\_\_ and Councilmember salary to \$\_\_\_\_\_ for the year of 2026.*

## Mayor Salary Comparison - 2025

Jurisdiction	Monthly Salary	Annual Salary	Other Income	Form of Government	Population
Vancouver	\$3,163	\$37,956	Mayor Pro Tem - \$2,750	Council-Manager	205,100
Camas	\$3,000	\$36,000		Mayor-Council	27,970
Battle Ground	\$1,200	\$14,400		Council-Manager	22,790
Washougal	\$874	\$10,488		Mayor-Council	18,360
Ridgefield	\$1,400	\$16,800		Council-Manager	16,290
Gig Harbor	\$2,300	\$27,600		Mayor-Council	13,110
Kelso	\$1,000	\$12,000		Council-Manager	12,850
Airway Heights	\$1,200	\$14,400		Council-Manager	12,120
Shelton	\$500	\$6,000		Council-Manager	10,350
Stanwood	\$2,350	\$28,200		Mayor-Council	8,950
Sequim	\$646	\$7,752		Council-Manager	8,410
Fircrest	\$147.75	\$1,773	+ \$150/meeting or \$50/special meeting	Council-Manager	7,240
La Center	\$720	\$8,640	+ \$65/meeting (max 40 meetings/year)	Mayor-Council	4,270
Yacolt	\$1,000	\$12,000		Mayor-Council	1,785

## Councilmember Salary Comparison - 2025

Jurisdiction	Monthly Salary	Annual Salary	Other Income	Form of Government	Population
Vancouver	\$2,474	\$29,688		Council-Manager	205,100
Camas	\$1,200	\$14,400		Mayor-Council	27,970
Battle Ground	\$1,000	\$12,000		Council-Manager	22,790
Washougal	\$646	\$7,752		Mayor-Council	18,360
Ridgefield	\$725	\$8,700		Council-Manager	16,290
Gig Harbor	\$800	\$9,600		Mayor-Council	13,110
Kelso	\$500	\$6,000		Council-Manager	12,850
Airway Heights	\$500	\$6,000		Council-Manager	12,120
Shelton	\$500	\$6,000		Council-Manager	10,350
Stanwood	\$600	\$7,200		Mayor-Council	8,950
Sequim	\$377	\$4,524		Council-Manager	8,410
Fircrest	\$147.75	\$1,773	+ \$100/meeting and \$50/special meetings	Council-Manager	7,240
La Center	\$210	\$2,520	+ \$65/meeting (max 40 meetings/year)	Mayor-Council	4,270
Yacolt	\$100 per mtg	Up to \$3,000	\$100/meeting, not to exceed \$3,000/year	Mayor-Council	1,785