

**SPECIAL MEETING NOTICE/AGENDA OF THE
SALARY REVIEW COMMISSION**

**MEETING OF TUESDAY, MAY 28, 2024
4:15 P.M. – 1ST FLOOR OF CITY HALL**

A quorum of Spokane Salary Review Commissioners will be present at a special meeting of the Salary Review Commission at **4:15 p.m. on Tuesday, May 28, 2024**, in the Tribal Conference Room on the 1st Floor of City Hall at 808 W. Spokane Falls Blvd., Spokane, Washington.

Agenda:

- 1. Approval of Meeting Minutes from May 23, 2024 Meeting**
- 2. Adoption of Final Report for Salaries of Mayor, Council President, and Council Members for 2025 and 2026 (a draft report is attached to this notice)**

Members of the public can use the following link to sign up to testify:

<https://forms.gle/Vd7n381x3seaL1NW6>

Members of the public can access the meeting virtually using the meeting information below:

Join the meeting now

Meeting ID: 239 844 340 38

Passcode: 4STTE9



**Lori Kinnear
Chair**



**Terri L. Pfister
Spokane City Clerk**

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mLOWmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

MEETING MINUTES
City of Spokane
Salary Review Commission
Tribal Conference Room (First Floor of City Hall – 808 W Spokane Falls Blvd)
May 23, 2024

Meeting Recording: [Salary Review Commission Meeting-20240523_160826-Meeting Recording.mp4](#)

Call to Order: 4:02 p.m.

Attendance:

Commission Members Present: Chair Lori Kinnear, Vice Chair Lee Taylor, Commissioner Linda McDermott, Commissioner Reed Jessen, and Commissioner Dycelia Weiss.

Commission Members Absent: none

Agenda Items:

- I. Call to Order
- II. Approval of Agenda
- III. Agenda Item
 - a. Public Hearing pursuant to SMC 2.05.050.C.1. to take public testimony regarding the establishment of salaries of the Mayor, the Council President, and City Council members.
- IV. Other Business
- V. Adjournment

Adjournment:

Motion to adjourn made by Commissioner Taylor, seconded by Commissioner McDermott. Motion to adjourn approved unanimously. Meeting adjourned at 5:37 p.m.

Minutes prepared and submitted for publication in the Month, **XX, 20XX**, issue of the Official Gazette.

Giacobbe Byrd
Director, Council Office

Attest:

Terri L. Pfister
City Clerk

SALARY REVIEW COMMISSION

2024 Final Report: Decision Establishing the Salaries of the Mayor, Council President and City Council Members of the City of Spokane

Commissioners

The Salary Review Commission (SRC) is comprised of five Spokane citizens who are nominated by the Mayor and appointed by the City Council to staggered terms. Commission members serve four-year terms with a two-term limit. Three Commission members shall have experience in the field of personnel management, or a demonstrated knowledge in the administration of compensation and benefits. Two Commission members shall have experience in finance, business management, or other related fields that demonstrate experience beneficial to the review of total compensation and establishment of salary.

Commission	Current Commissioner	Term Start	Term End
At-large	Lori Kinnear - Chair	February 12, 2024	February 12, 2028
At-large	Lee Taylor – Vice Chair	February 12, 2024	February 12, 2028
At-large	Dycelia Weiss	February 12, 2024	February 12, 2028
At-large	Linda McDermott	January 1, 2022	January 1, 2026
At-large	Carl Reed Jessen	January 1, 2023	January 1, 2027

Commission Charge

The Spokane City Council established the Salary Review Commission (SRC) for the purpose of determining the salaries of the Mayor, Council President and Council Members. It is the goal of the Commission to base the salaries of the Mayor, Council President and City Council Members *on realistic standards so that the elected officials may be paid according to the duties of their offices, and so that citizens of the highest quality may be attracted to public service* (SMC 2.05.040).

The SRC is required to meet to review the salaries of the elected City officials during even numbered years, to conduct at least one public hearing regarding the establishment of salaries, and to file its decision regarding an increase or decrease in the salary schedule with the City Clerk by May 31 of that year.

The SRC began its biennial review of the elected officials' salaries on March 5th of 2024. The SRC held six meetings, including three public hearings (May 16th, May 23rd & May 28th).

The SRC reviewed the existing salaries applicable to the City of Spokane elected officials, as well as salaries of other elected officials of municipalities statewide and nationally. Data reviewed and discussed included CPI data from the Bureau of Labor & Statistics, population data from the Census of Governments, and salary and compensation data on local, state-wide and nation-wide municipalities with similar forms of government and populations.

The SRC considered the current condition of the regional economy, inclusive of Cost-of-Living Adjustment data. All data documents, and other related Commission documents, are available on the Commission's webpage at <https://my.spokanecity.org/bcc/commissions/salary-review-commission/>.

Additionally, the SRC conducted public hearings on May 16, 2024, May 23, 2024, and May 28, 2024 to receive public comment on the salary schedule for the Mayor, the Council President and the Spokane City Council Members. The Commission's meetings and public hearing were conducted with a virtual option.

Data Collection Methodology and Analysis

The Salary Review Commission reviewed a large volume of salary data sets associated with the roles of Mayor, Council President and City Council positions in Spokane. As with the City of Spokane labor contracts, "like-cities" were identified in pursuit of a stronger data correlation. Cities reviewed included those with a Mayor-Council form of government, versus a Council-Manager form of government. City populations were also considered, as was geographic location. Examples of the data reviewed include, but are not limited to, the following:

- Spokane City Elected Official and Spokane County Commissioner Salaries from 2000 to 2024 and City of Spokane Employee Salary Increases over the same period.
- 2020 Census population data to compare salaries of U.S. and Washington cities with similar population size, government type, and size of organization. Washington State City Elected Official Salaries, which included:
 - ✓ Top cities based on population and salaries
 - ✓ Salaries of mayor-council, council-city manager and combined forms of government.
- Total Compensation Package, including salaries and other City benefits
- Roles of each elected office outlined in the City Charter

Commission Salary Determination

The salary for City Council Members in 2025 is set at \$68,000 to bring it in-line with the median income for a family of four living in the city of Spokane. The City Council President's salary is set 10% higher at \$74,500 to reflect the additional administrative duties. The Mayor's salary is set at \$189,000 to reflect a 5.5% cost of living increase over the last two-year period. Salaries in 2026 are increased by 3% over 2025 to reflect the expected cost of living increase.

Based upon the information reviewed and the data analyzed, it is the decision of a majority of the Salary Review Commission that the salaries of the elected positions of Mayor, Council President and Council Members for 2025 shall be as follows effective January 1, 2025:

- Mayor: \$189,000
- Council President: \$74,500
- Council Members: \$68,000

For 2026, the salaries of the elected positions of Mayor, Council President and Council Members shall be as follows effective January 1, 2026:

- Mayor: \$194,500
- Council President: \$77,000
- Council Members: \$70,000

_____	<u>May 28, 2024</u>	_____	<u>May 28, 2024</u>
Lori Kinnear, Chair	Date	Lee Taylor, Vice-Chair	Date

_____	<u>May 28, 2024</u>	_____	<u>May 28, 2024</u>
Dycelia Weiss	Date	Linda McDermott, Vice-Chair	Date

_____	<u>May 28, 2024</u>
Carl Reed Jessen	Date