

REGULAR MEETING MINUTES
City of Spokane Salary Review Commission
City Hall, Council Chambers
808 W Spokane Falls Blvd.
June 5, 2026

Call to Order: 3:10 p.m.

Meeting Recording: <https://vimeo.com/1198914813>

Attendance:

Commission members present: Jens Larson, Lee Taylor, and Beau Madsen.
Commissioner Carl Reed Jessen attended via Webex.

Commission members absent: Commissioner Dycelia Weiss

Staff members present: Adam McDaniel (Policy Director, Office of the Mayor) and Chris Wright (Policy Advisor, City Council).

Agenda Items:

1. Review and approve June 5, 2026, agenda:

- Commissioner Taylor requested time on the agenda to provide “history lesson.” With this additional item to following discussion of the rules of procedure, a motion to approve the agenda was made by Commissioner Madsen and seconded by Commissioner Taylor. The motion carried 4-0.

2. Approve minutes of May 22, 2026, meeting:

- A motion to approve minutes of May 22 meeting was made by Commissioner Madsen and seconded by Commissioner Taylor. The motion carried 4-0.

3. Public Comment: None

4. Review of proposed rules of procedure

- Chris Wright reviewed the proposed changes to rules of procedure as distributed prior to meeting. Motion to approved draft rules of procedure by Commissioner Jens and seconded by Commissioner Madsen. Discussion then ensured as to various changes to the draft rules.

- Motion made by Commissioner Madsen and seconded by Commissioner Taylor to strike “plus one” from Rule 1.4 and to indicate “majority of all members of the Commission.” Motion carried 4-0.
- Motion made by Commissioner Jens and seconded by Commissioner Madsen to insert the words “and where practicable” following the words “virtual meeting technology” in Rule 2.2.3. Motion carried 4-0.
- Motion made by Commissioner Madsen and seconded by Commissioner Jens to revise Rule 7.4 to read:

As a courtesy to staff and other Commission members, potential amendments to the final findings and determination should be provided to the Chair of the Commission at least four hours prior to the hearing or meeting. The Chair shall arrange for distribution of the proposed amendment language to all members of the Salary Review Commission prior to the start of the hearing or meeting.

And in Rule 7.6 to insert the words “or meeting” after the word “hearing.”

Motion carried 4-0.

- Motion by Commissioner Jens and seconded by Commissioner Taylor to request that staff draft a new section in Rule 8 regarding removal of the Chair or Vice-Chair that includes (1) removal by majority vote of all Commissioners and (2) without an advance notice provision, and to have that section ready for consideration at the next meeting. Motion carried 4-0.
- Discussion was had regarding whether the Commission was legally required to prepare a detailed report as set forth in proposed Rule 9. There was a motion and second to defer to the next meeting adoption of Rule 9 pending review of Commission’s obligations under SMC 02.05.050 regarding its salary determination. Motion carried 4-0.
- Motion by Commissioner Taylor and seconded by Commissioner Madsen to adopt the proposed rules, subject to adopted amendments, and deferring to the June 19 meeting adoption of Rule 8 and Rule 9. Motion carried 4-0.

5. Review by Commissioner Taylor regarding history of proceedings of Commission in 2024. Commissioner Taylor distributed the following documents:

- Document titled “City of Spokane Salary Commission – 2024” and marked “Offered by Com. Taylor May 2024” (Labeled No. 1)
- Document titled “Policy Position, Spokane City Councilmen should be a volunteer position” and marked “Offered by Com Jessen May 2025” (Labeled No. 2)
- Document titled “Salary Review Commission, Additional Requested Information” (Labeled No. 3)
- Document marked “Mayor and City Council January Increases Compared to CPIU-W” (Labeled No. 4)

- Document marked “Notes For Wording For Final Report in 2024” (Labeled No. 5)
 - Document titled “Salary Review Commission, 2024 Final Report: Decision Establishing the Salaries of the Mayor, Council President and City Council members of the City of Spokane” and marked “1st Proposal” (Labeled No. 6)
 - Document marked “Final Proposal, CPR 2007-0040” (Labeled No. 7)
6. Commissioner Jessen remarked about the voting process in 2024, and discussion followed. Commissioners Jens and Taylor remarked about the solicitation of information from elected officials. Discussion regarding whether the current draft rules were the only rules ever adopted by the Commission. No motion made, but there was a request made to staff to ascertain whether rules had been adopted previously and whether the current rules need to refer to them.
 7. Remarks by Adam McDaniel relating to City email addresses. Requests to Commissioners to take final steps necessary to establish the city email accounts and to use them going forward for all Commission business.
 8. Discussion regarding process for considering salary determinations and framework for decision making. There was consensus to add this topic to next meeting agenda.
 9. Discussion whether to solicit or invite elected officials to testify. There was consensus to take up the issue at the next meeting.
 10. Motion to adjourn to next scheduled meeting made by Commissioner Madsen and seconded by Commissioner Taylor. Motion carried 4-0. Meeting declared adjourned.

Executive Session:

None

Adjournment:

The meeting adjourned at 4:25 p.m.

Minutes prepared by Council Policy Advisor Chris Wright.

Chris Wright
Policy Advisor, Council Office